

HOA Board – special meeting on 03-19-24

Present: Cathy Wyant, Brad Miller, and Lynnette Stout

- A. Robbin Tracy Middleton advised Hudson Property Management that she will be resigning.
 - 1. Robbin advised Lois, I'm retiring on 3-29-24, moving, and I'm done.
 - 2. Ask Lois what needs to be done with or for a resignation.

- B. Need to set a date for Annual Orchard Hills Villas HOA meeting
 - 1. Per Lois Buchanan, needs to be about 6 weeks out.
 - a. Lois wants to meet with the board and develop an agenda for the meeting.
 - b. Nominating of members needs to occur, and election held at the annual meeting.
 - c. The management company must give a 30-day written notice to all residents prior to the date of the Annual meeting.
Set Date: Week of May 5th, preferably 6-8 pm on Tuesday or Wednesday.
 - 2. Are there any recommendations for board members?
 - a. Rob Moon posted by-laws info on FB Orchard Hills Villas HOA page. Is he interested?
 - b. Brad wonders if Sylvia Jaeger is interested in being a member again.

- C. Lois Buchanan of Hudson Property Management wants to meet with the current board.
 - 1. Need to set a date to meet with Lois.
 - 2. Our meeting can occur after our Annual Meeting is set, preferably 4 weeks prior for preparation.
 - 3. What date works? Tuesday or Wednesday, March 26 or 27th. Start 5 or 6 pm. Meet at Unit 7011.

- D. Meeting agenda or topics to discuss with Lois:
 - 1. Follow up on the 2023 walk through: shutters, sprinklers, fixing grass/sod, dead tree removal
 - 2. Financials: should receive monthly or quarterly? What is our status?
 - 3. Would like a copy of D&O Insurance policy, as well as a copy of HOA Owners insurance policy.
 - 4. Rental units
 - a. Where are we on %.
 - b. Pending "Fourth Amendment to Declarations of Property..."
 - c. Enforcement of by-laws and becoming compliant. Who enforces this?
 - 5. Faded shutters, paint or replace and paint wood piece under storm doors on south buildings.
 - 6. Need to get contract for lawn care taken care of.
 - 7. Board members would like a updated copy of by-laws.
 - 8. Lois – can the board meet quarterly with you to learn board responsibilities?

Minutes submitted by Lynnette Stout.