

Members of the Board of Directors:

Bob White – President
Tom Petrillo – Vice President
John Painter – Secretary/Treasurer
Cheryl Restagno
Stephen LaRocca
Darrell Lopez
Eric Basilo
Vivian (“Viv”) Guerra
Joe Fitzgerald

Property Manager

Dennis Kapsis – Sentry Management

Architectural Review Committee

Cheryl Restagno - Chair
Siri Goberdhan – Vice Chair
Vivian (“Viv”) Guerra
Joe Fitzgerald
Linda Dhennin

Community Appearance Committee

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Community Outreach Committee

Eric Basilo – Chair
Tom Petrillo - Vice Chair

Twin Rivers Homeowners Association Inc.

**Monthly Board Meeting
Agenda and
Instructions to Join
the Virtual Meeting**

Thursday January 13, 2022

6:30 pm

Virtual Meeting via WebEx

Page 1 of 3

Because of the COVID-19 Issue, until further notice, all HOA Board meetings will be held electronically. The public will have access to all electronic HOA Board meetings as explained below.

You are invited to join the meeting using either a computer or phone per the following instructions.

1. Option to Join using a Computer (Preferred because we may be sharing files you will want to view)

Please ensure your speakers are turned on but your mic is muted until you are recognized to speak.

Join by clicking the following link or copying and pasting the link into the browser on your computer.

<https://johnfpainter.my.webex.com/johnfpainter.my/j.php?MTID=mfedbaaf2d673a9876aac19ae9f2c5764>

When you activate the link, your browser should open, you will see an option to [Join from your browser](#)

Click on that link and you will be asked to enter your name and email address (needed to identify you), and then click a button labeled “Join Meeting”. You also will have the option to download an app.

If you join using your browser, no software will be installed on your computer. The entire meeting will occur within your browser. For the best experience, please join using either Firefox or Chrome browsers updated to the latest version. Other browsers also will work if you do not already have one of those preferred browsers on your computer.

To be recognized to speak, prior to the meeting, please send an email to: Board@TwinRiversHOA.com to let me know you would like to be recognized. Please put Request to Speak in the subject line. When you hear your name called, un-mute your mic and you will have the floor. When done speaking, please mute your mic again.

Keeping your mic muted when you are not speaking will prevent background noise from your location disrupting the ability of other participants hear.

Also, please be sure your speakers are adjusted to a mid-range volume setting. If speakers are set to a max or high-range volume setting, your speakers will cause squealing/feedback thru your mic when it is not muted.

2. Option to Join by phone or video system

Dial in by phone: 1-415-655-0001 US Toll, Meeting number (access code): 2551 467 8044, Meeting password: uRp4SRMdf46 (87747763 from phones and video systems)

Join by Mobile Device: Tap [+1-415-655-0001,,25514678044#87747763](tel:+1-415-655-0001,25514678044#87747763) US Toll

Join by video system, application, or Skype for business: Dial 25563918443@webex.com. You can also dial 173.243.2.68 and enter your meeting number.

See next Page(s) for the Meeting Agenda.

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1. Call to Order

2. Proposed Agenda Modifications if Any

3. Voice of the Members

HOA members are encouraged to make comments or raise issues of concern during this portion of the meeting. Speakers will be encouraged to be to the point and respectful. The time taken by Speakers may be limited by a motion duly passed by the Board. Comments of HOA Members may be allowed during other parts of the Meeting upon concurrence of the President and/or the Board Member(s) speaking.

4. Discussion Topics

a. Burnham Contract Extension – Update

b. Sentry Contract - Update

c. Delay in Sending Annual Dues Statements to HOA Members

d. Community Appearance and Enforcement Issues

- i. Magnolia Tree Damaging the Wall (Ekana and Lockwood)
- ii. Silcox Matter – Update
- iii. Discussion: A Board Member’s proposal that the HOA Board prepare a summary of outstanding deficiencies in Twin Rivers at the end of each calendar year, based on the inspections and information compiled by the ARC and CAC during the year
- iv. Collection efforts
- v. Payment Plan Requests (If any)
- vi. Other Matters from Management Report
- vii. Other

5. Minutes from Prior Meetings

- a. December 2021 – **(Please see attached Minutes)**

6. Reports

- a. President’s Report
- b. Treasurer’s Report
- c. ARC Report

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- d. Community Appearance Committee Report
- e. Property Manager’s Report
- f. Other Reports as Appropriate - Special Project Management, Communications, Nominating, Community Outreach, Budget and Finance, Community Activities

7. Closed Session, if needed

8. Adjournment

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Twin Rivers Homeowners Association Inc.

Monthly HOA Board Meeting

Minutes

**Meeting of
Thursday December 9, 2021**

A. Meeting Record

- Meeting was called to order by 6:35 pm by John Painter (Bob joined a few minutes later)
- Board Members present were as noted below under “Motions.”
- A quorum was present throughout the meeting.
- Dennis Kapsis, Property Manager, with Sentry Management was in attendance.
- HOA Members in Attendance – approx. 6
- Meeting was held electronically due to COVID-19 using WebEx.
- Links to the meeting were distributed via email to all HOA Members on the mailing list.
- Meeting was adjourned by President Bob White at approximately 8:31 pm.

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Monthly HOA Board Meeting

Minutes

**Meeting of
Thursday December 9, 2021**

B. Agenda

1. Call to Order
2. Proposed Agenda Modifications if Any
3. Voice of the Members

HOA members are encouraged to make comments or raise issues of concern during this portion of the meeting. Speakers will be encouraged to be to the point and respectful. The time taken by Speakers may be limited by a motion duly passed by the Board. Comments of HOA Members may be allowed during other parts of the Meeting upon concurrence of the President and/or the Board Member(s) speaking.

4. Discussion Topics

- a. Conversion of a \$7,235.85 Judgment into an Assessment against a HOA Member’s Property**
- b. Sentry Contract for 2022**
 - i. No changes from 2021 (except schedule of ancillary fees)
 - ii. Please see Contract attached
- c. Discussion of Burnham Contract Extension Option**
- d. HOA Operating and Reserve Account Budget for 2022**
 - i. Please see Proposed 2022 HOA Budget Package attached
 - ii. Package includes a discussion document followed by supporting attachments
- e. Update regarding Fining System and Key Rule Change Process**
- f. Community Appearance and Enforcement Issues**
 - i. Magnolia Tree Damaging the Wall (Ekana and Lockwood)
 - ii. Discussion: A Board Member’s proposal that the HOA Board prepare a summary of outstanding deficiencies in Twin Rivers at the end of each calendar year, based on the inspections and information compiled by the ARC and CAC during the year
 - iii. Collection efforts
 - iv. Silcox Matter – Update
 - v. Payment Plan Requests (If any)

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Minutes

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vi. Other Matters from Management Report

vii. Other

5. Minutes from Prior Meetings

a. November 2021 – **(Please see attached Minutes)**

6. Reports

a. President’s Report

b. Treasurer’s Report

c. ARC Report

d. Community Appearance Committee Report

e. Property Manager’s Report

f. Other Reports as Appropriate - Special Project Management, Communications, Nominating, Community Outreach, Budget and Finance, Community Activities

7. Closed Session, if needed

8. Adjournment

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Twin Rivers Homeowners Association Inc.

Monthly HOA Board Meeting

Minutes

**Meeting of
 Thursday December 9, 2021**

C. Motions/Actions/Discussion

#	Motion Title	Motion		Vote									
		By	Second	Bob	Cheryl	Darrell	John	Tom	Stephen	Eric	Vivian	Joe	
				B	C	D	JP	T	S	E	V	JF	
	Board Members Present?			Y	Y	Y	Y	Y	NA	Y	Y	Y	
1	Convert the judgement against the Owner of the property identified by the HOA Account #100070 ordered by the Court in the Summary Final Judgement dated 7/16/2021 to an Assessment against the HOA Member’s property in accordance with the notice provided to the subject HOA Member on November 18, 2021 and subject to further advice of the HOA’s counsel as to documentation of the conversion.	J	D	Y	Y	Y	Y	Y	NA	Y	Y	Y	
2	Approve the Sentry agreement subject to John verifying there are not material changes.	T	B	Y	Y	Y	Y	Y	NA	Y	Y	Y	

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Monthly HOA Board Meeting

Minutes

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 Thursday December 9, 2021**

#	Motion Title	Motion		Vote								
		By	Second	Bob	Cheryl	Darrell	John	Tom	Stephen	Eric	Vivian	Joe
				B	C	D	JP	T	S	E	V	JF
	Board Members Present?			Y	Y	Y	Y	Y	NA	Y	Y	Y
3	Authorizing John to enter an extension to Dec 31, 2022 of the existing Burnham contract without changes to price or scope.	T	E	Y	Y	Y	Y	Y	NA	Y	Y	Y
4	Approve the Budget as Presented (No Assessment Increase)	D	J	Y	Y	Y	Y	Y	NA	Y	Y	Y
5	Approve Nov Minutes as Submitted	B	J	A	Y	Y	Y	A	NA	Y	Y	Y

Key to voting notes: Y=Yes, N=No, A=Abstain, NA=Not Present

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Monthly HOA Board Meeting

Minutes

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Thursday December 9, 2021**

Respectfully Submitted,



John F. Painter
HOA Board Secretary and Treasurer