

Board of Directors Meeting Minutes

April 14, 2025

- I. Call to Order. *Attending: Tony, Charlie, Ray, Don, Joelle*
- II. Minutes of 2/17/25 BOD Meeting. *Charlie/Ray/Unanimous*
- III. Financial Report
- 3/31/25 Financial Statements. *Charlie/Ray/Unanimous*
 - Past Due Collection Process. *We agreed not to deposit the HOA dues checks as written by Samantha Fasul. Joelle spoke to her on phone, and she agreed to write a new check and give it to Joelle tonight. **Joelle to report back.***
 - Conversion of monthly payors to draft. ***Tony will send out follow-up emails to Martin & Holcomb. Joelle will reach out to Kiser and Knowles.***
- IV. Building & Grounds Status Update
- *Charlie has commissioned K&L Painting for various repairs starting the last week of May:*
 - i. *Building #3 Preventative Maintenance (\$8,000): Pressure wash, inspect building for decaying wood, etc., and repair as needed. Paint with oil primer and two finish coats of acrylic paint. Include garage doors, window lintels, back doors and gutters if needed.*
 - ii. *Building #4 Repairs (\$200) repair and paint soffit above garage door.*
 - iii. *Building #5. Repairs (n/c) Reattach downspout.*
 - iv. *Buildings 2, 3 and 4. Repairs (\$400-\$600) Apply caulking to gutter joints.*
 - v. ***Don asked that the contractor review an issue with a post in his back yard.***
 - ***We agreed to \$150 to Stan Derrigan to repair pothole in service road.***
- V. Old Business
- Architectural Committee Update. *We discussed our approach to getting the Committee organized and agreed to the following steps.*
 - i. ***Don will serve on the Committee as Board liaison.***
 - ii. ***He will convene a meeting with Trish and Martha Ann in the next month.***
 - iii. ***The Board asked that the Committee (1) review their mission, (2) develop procedures for residents to follow when considering any modifications to the exterior of their building, and (3) develop procedures and policies for the committee to follow in evaluating the requests.***
 - iv. ***We agreed that we would like the Architectural Committee to report at the next Homeowners Meeting.***
- VI. New Business
- For Sale Signs. *Consider (1) a limit on signs to two – with one in front and one in rear yards; and (2) no handwritten signs. The Board approved this policy change and incorporating it into our Rules and Regulations. Charlie/Ray/Unanimous*
 - Rules & Regulations Document. ***We agreed to review the draft Rules and Regulations Document (attached) and be prepared to discuss and finalize at our next meeting. Any suggested changes in wording should be forwarded to the Board for consideration.***
 - Homeowners Meeting Schedule and Agenda. ***We agreed to plan a Homeowners Meeting at HCC once we have the following prepared:***

- i.* **Architectural Committee Policies and Procedures.**
- ii.* **Rules and Regulations.**
- iii.* **Updates on bank draft requirements.**

VII. Set next meeting. **Monday. May 19, 2025, at Joelle's house.**