COTTESMORE HOA

**BOARD OF DIRECTORS MEETING**

DATE: May 20th, 2021

1:00 PM Lely Country Club- Private Dining Room

**Minutes**

1. Establish a Quorum-Yes at 12:58 Meeting was called to order.
2. Proof of Meeting Notice- Yes
3. Roll call- Susan Vicedomini, Thomas Justice, Gene Sullivan and Jennifer Normandin, Manager
4. Approve Minutes from previous meeting- Motion made by Gene Sullivan to approve March and April meeting minutes, seconded by Tom Justice. Motion carried.
5. Presidents Report-
6. Treasurers Report- Tom has some questions better asked of the Finance department (Joyce). Will try to have her available by phone for the next meeting.
7. Old Business
8. Tree Trimming Update-Trimming will begin 5/28-5/29
9. RFP Landscaping Proposal- Motion made by Gene Sullivan to give Green Team 30 day cancellation notice, seconded by Tom Justice. Motion carried.

Motion made by Gene Sullivan to accept proposal of $85,500 Annually by Expert Tree and Lawn with an anticipated start date mid-month, seconded by Tom Justice.

1. ARB Report- Clarification to who needs an ARB was made, ANY change to the exterior of the home needs an ARB.
2. Update- Owner Info Sheets- NO CHANGE
3. Update Resident Website Registration- email directions will be sent by Jennifer Normandin.
4. Lease Request-Rossi- Discussion only

1. New Business

1. Tracking Sales- Gene Sullivan would like to track sales by spreadsheet to keep track of Capital Contributions better. All agree this is a good idea.
2. Investment Options-Discussion on what is avail to HOA, Tom Justice will do some homework on this.
3. Master Committees- Volunteers are needed in several areas, an mail was sent out.

1. Adjourn: Motion to adjourn was made by Gene Sullivan, seconded by Tom Justice. Motion carried at 2:24PM