Hampton Park Homeowners Association

C/O C & C Property Management

Board of Directors Meeting

Online, remote access video conference call due to Shelter in Place Directive www.zoom.us

Minutes Jan 5th 2021, 5:30 pm

1. 5:30 pm Call to Order -Two directors online

Current Board:□ Doug NortonPresident□ Frances PetersonTreasurerAlso Present:Rich CardosiProperty Manager

Open Homeowners Forum Conducted at 5:30 for the members in attendance. 3 new volunteers who previously expressed interest in filling the vacant seats on the Board were present. Board appointed all of them to fill the three open seats, making a Board of five once again. This matter was discussed in more detail under open business including the election of officers.

1 Approval of Minutes

□ November 3rd, 2020 meeting, Motion to approve minutes as presented was made by Mrs. Peterson, seconded by Mr. Norton, and carried unanimously.

2 Approval of Financial Reports

☐ YTD through December 31st, 2020. Motion to approve reports as presented was made by Mrs. Peterson, seconded by Mr. Norton, and carried with all in favor.

3 Open Business

- Landscaping
 - i. The board met with Stephanie Sibley of True North landscape who gave a general status of the work performed over the past two months. She discussed plans to perform winter pruning which will bring all shrubs down to standard height under the windows and away from any walkways. She explained this may result in the shrubs looking "woody" for the latter part of the winter, but they will sprout fresh growth in the Spring. This work is included in the standard maintenance contract. The bottoms of the shrubs will also be raised up to clear out undergrowth. Stephanie also explained the need to adjust irrigation prior to spring as many sprinkler heads are noted to be in need of raising and re-aligned. This process will follow the winter pruning and a proposal for extra work may be presented at that time

☐ Policies and Procedures (Committees, ongoing item)

i. The Board continued the discussion regarding changes to the Association's CC&R's and Bylaws, the architectural control policy, and communications with the LTHA master association. This item was tabled for further discussion once the shelter-in-place directives have been lifted as it will require a series of in-person meetings.

4 New Business

- Director Elections
 - i. As was addressed in the open forum, the Board appointed three new members to the Board at the beginning of this meeting. Motion to appoint Ms. Dana Peterson, Ms. Julie Stover, and Ms. Pam Duncan to fill the terms left by the resigning Board members was made, seconded, and approved with all in favor. Officers were elected as follows:

President: Douglas Norton
 Vice Pres. Dana Peterson
 Secretary Pam Duncan
 Treasurer Frances Peterson

5. Director at Large Julie Stover

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5	6:19	PM - Meeting adjourned.
6	Execu	tive Session (commenced at 6:00 pm): CC&R violations were reviewed and discussed. Including a new case regarding nuisance behavior. The Board discussed the collection process and resolved that all future collection cases shall be brought before the Board before sending any cases to the collection agency. Motioned, seconded, and approved unanimously.
Respectf	ully Subn	nitted By,
Rich Card	dosi, Asso	ociation Manager