Hamlets Grove Homeowners Association Annual Board Meeting 6.21.22 Start Time: 7:04

Board Members in Attendance: via Zoom Meeting

* Rick Waid, President
* Lucy Ford, Secretary
* Anna Azmi
* Steve Carroll
* Muslima Lewis

Officers in Attendance

* Len Schimberg, Treasurer

**Agenda Items**

* Motion made to approve minutes and post on website.
* **Budget Review by Treasurer**
	+ **Line Item Review**: Aquagenix repayment in the amount of $1,074.99 due to accounting issue on their part
	+ **Receivables Status**: As of the meeting, 6 residents are 2QTRS behind – notices have been sent.

7 residents are 1 QTR behind.

**Open Action Item** – Len and Rick are looking into ways of simplifying the bill payment process for our residents. This item will be closed out for now as Len believes that everyone is on board with our current process.

* + **Process for Late Receivables**:
		- * First Step – Len sends out statements showing their Past Due Status
			* After 2 QTRs Delinquency – they receive formal letter
* **Master Association Revitalization Plan/Meeting updates**
	+ No updates at this time.
* **Landscaping**
	+ Replacement of plants at the entrances – proposal was received and approved from Yellowstone in the amount of $2,053. Proposal includes:
		- Removal of viburnum and other plant material and add (19) Pandanus. Fill in (4) missing Carissa. Add 200 sq. ft. of sod behind home on corner of West Entrance to make bed smaller where fence will be added.
		- Board agreed that planting should take place after the fence installation at the West Entrance.
	+ Fencing Repair and Installation – At our meeting, we decided to take the route of hiring a handyman for the fence repair along 49th Street. As of the distribution of these minutes, we have received and approved a quote of $375 for the repair. It will be repaired within the next 2 weeks. Two homeowners along 49th Street reached out inquiring about the repair and those homeowners have been notified that the repair will be taking place.

Regarding the fence installation at the West Entrance, Anna will confirm the quoted price that she received from RMH Fence and Dumpster.

The board agreed to move forward with this quote without acquiring multiple quotes due to the issue of vendor availability.

* **Fountains/Ponds**
	+ **Ponds –** one of our fountains is malfunctioning and the breaker to this fountain has been turned off. There is also large amounts of algae in our ponds even though we increased our maintenance schedule.

**Open Action Item:** Rick will send text to Louis to send someone out to clean the intake valves.

* **Neighborhood Security**
* **Security Camera Update** – Motion was made and approved to contact an internet provider for a monthly internet plan for the cameras. This will allow us to view the camera footage at any time and from anywhere.

**Open Action Item:** Rick has contacted Frontier. Frontier has scheduled internet installation at both gates on Sunday, June 26th.  The rate is $49.99/month with no contract, no installation fee and no activation fee.

* **Camera Notification Signs** – the Board agreed to install a sign at each entrance that notifies anyone entering the neighborhood that the neighborhood is under camera surveillance.

**Open Action Item:** Anna will check on vendors to produce the signs. Rick will ask the camera installation company.

* **New Signs for Neighborhood**
	+ **49th Street Entrance Sign** – Installation has been delayed due to the unavailability of the rubber that is used in the manufacturing of the sign. As of the distribution of these minutes, the sign company has scheduled delivery for some time after June 25th. Rick will continue to monitor progress.
* **Housekeeping/Board Actions**
	+ **Ad Hoc Committee on Home Rentals** –Here is a description of the Committee and it’s work:

A committee comprised of Board members and other homeowners.  (5 members, max)

* Purpose:
* Examine options to manage/restrict the number of home rentals in the Grove and to ensure homeowners and renters comply with Grove rules.
* Consider guidance provided by Grove attorney
* Consistent with law and Grove governing documents, make recommendations to the Board to: (1) revise, if appropriate, restrictions on home rental; (2) implement procedures to review and/or approval rentals
* Meet regularly as determined by the committee
* Submit written recommendations to the Board by (date- what date??) and make an oral presentation at the following Board meeting

Board agreed to retain our attorney to look into issues relating to home rentals.  The board voted to approve up to 5 hours of legal services.  We also agreed that Muslima would write up a list of questions to send the attorney.  As of the distribution of these minutes, Muslima wrote up the questions and circulated them to the board.  Everyone who looked at them approved the questions.

**Open Action Item:** Rick to forward questions to our attorney and ask if we can get responses before our next meeting.

* + Board to look into standards on what can be placed on the backyards of homes that border the ponds. A homeowner has requested to put up a non-privacy child protection fence. The board agreed to approve this request subject to the final installation specifications.

**Open Action Item:** ARB to standardize fence specifications along the pond

* **Homeowner Requests/Complaints/Violations**
	+ Tree trimming – many residents are in need of tree trimming on their property. This is especially important during the hurricane season. As of the distribution of these minutes, Len provided a list of homeowner addresses in need of tree trimming. We agreed that giving them 2 weeks’ notice to trim should be enough; after that time, the HOA will have the trees trimmed and invoice the homeowner.

**Open Action Item:** ARB to send a notification letter out to each resident

* + One of our residents, Thomas Benoit, expressed concern over the lack of consistency and follow through with addressing violations within our community. The Board is in agreement with the resident’s concerns but expressed a need for additional people to help with Board responsibilities. To this end, Tom has agreed to assist with violation notices and will work with Steve to modify, if needed, the current violation process.
	+ Violation letter was sent to Mr. Adler via regular and overnight mail.

Meeting Adjourned at 8:15 pm Next Board Meeting: Tuesday, July 19th 7:00 PM EST via Zoom