

Springmill Lakes at Tamarack Co-Owners Association

Board of Directors' Meeting
On-line via Zoom
Monday, December 21, 2020

Call to order: President Jim Funk called the meeting to order at 2:02 p.m. Other Board members present: Judy Palmer, Grace Worley, Robert Lowe, Courtenay Weldon, Chuck Rutledge, Max Oldham and Martha Lamkin. Also attending: Sarah Leveridge, Ardsley property manager, and Carolyn Magnes, Director of Communications and Jeanette Shallop Radliff and Steve Cracraft. Absent: Barb Banner.

1. **President:**

Jim welcomed new Board member Jeanette Shallop Radliff who begins her three-year term in 2021.

Jim then acknowledged the email vote request sent to Board members prior to the meeting announcing the resignation of Grace Worley at year's end and nominating Steve Cracraft to fill her remaining term of two years through 2022. (Email) Motion to approve Steve Cracraft's nomination: Martha 1st, Bob 2nd. Motion to approve: 8-0-1 abstain.

Jim will publish the new Board listing and term schedule after the holidays.

2. **Approval of Minutes:** Secretary Grace Worley presented minutes from the November 18, 2020 Board Meeting. No corrections or additions were offered. Motion to approve: Courtenay 1st, Martha 2nd. Motion passed: 8-0

3. **Treasurer's Report:** Treasurer Judy Palmer presented the year-to-date financial report and indicated expenses were on track to allow a \$100,000-\$110,000 addition to reserves at year-end. Motion to approve the Treasurer's report: Max 1st, Bob 2nd. Motion approved: 8-0.

4. **Management Report:**

a. Sarah reported HOA coupon books were mailed late due to the lateness of this year's annual meeting and asked that late fees be waived for any payments received prior to January 20. Motion to approve waiving HOA late fees for payments received prior to January 20: Judy 1st, Bob 2nd. Motion approved: 8-0.

b. Sarah referenced an email to the Board updating the situation on the replacement of the illegal fence at 9245 Spring Forest and a subsequent email vote by the Board. The co-owner requested emergency approval due to scheduling requirements by the contractor. The co-owner assured the Board the replacement fence will be the same design as her neighbors' fences. (Email) Motion to approve the installation of the replacement fence at 9245 Spring Forest based upon a completed AC form and complying with design of neighboring fences: Barb 1st, Bob 2nd. Motion approved: 8-0-1 abstain.

- c. The co-owner at 9507 Tamarack replaced a garage window without Board approval and with a non-compliant double-hung window. This was brought to her attention and she has agreed to replace that window in the spring with the proper style. She still needs to submit a completed Architectural Control form with replacement window specifications.

5. Old Business:

- a. There are still eight ADT inspections outstanding. Sarah is sending out a 3rd letter of notification to the affected co-owners requesting they schedule these inspections.
- b. Jim asked if the Ponds RX aeration project and the ASAP Aquatics pond maintenance projects will conflict with each other. Sarah says this hasn't been an issue in other communities.
- c. As promised in the annual meeting, Jim made a motion to set the unit resale fee at a maximum of \$1,100 for 2021. Motion to set the unit resale fee at \$1,100 for 2021, to be reviewed annually: Bob 1st, Martha 2nd. Motion approved: 8-0. Sarah will notify the Ardsley closing department regarding this set fee.

(Judy left the meeting at 2:20 p.m.)

- d. Recently a request by a co-owner to share the SPLAT co-owners' contact directory with an outside vendor was denied by the Board. Jim indicated we should publish SPLAT's 'no solicitation' policy in the next newsletter and also indicate that the co-owner directory is not for general release to non-residents.

6. New Business:

- a. The SPLAT newsletter comes out quarterly. Jim suggested it should be published every other month for improved communications. Also, he recommended an email be sent monthly summarizing Board meeting actions. Jim will work with Carolyn on these changes which will be initiated in 2021.
- b. Carolyn gets requests from residents to send email blasts. She needs a policy on this to publish. Jim also asked that he review any email blast before it is published. Sarah requested that she and Amy also be included any email blasts. Motion to approve the following as Board policy regarding co-owner requests for email blasts:

Items from residents that can go out as an e-mail blast:

1. Lost pet notification
2. Passing of a resident
3. Notification of a found item such as watch, wallet, keys

Items from residents that should not go out in e-mail blast:

1. Items for sale/give away
2. Solicitations
3. Request to find a handyman, painter, cleaning service, etc.

Martha 1st, Bob 2nd. Motion approved: 7-0.

- c. Jim proposed the 2021 monthly Board meeting schedule be changed to include January, convening on the 3rd Monday each month at 2 p.m. There was consensus for the new schedule.
- d. Election of 2021 Board officers presented by Max Oldham:

Motion to nominate for President: Jim Funk

Bob 1st, Martha 2nd. Motion approved: 7-0

Motion to nominate for Vice President: Courtenay Weldon

Chuck 1st, Bob 2nd.

Motion to nominate for Vice President: Martha Lamkin

Grace 1st, no 2nd.

Motion approved to elect Courtenay Weldon as Vice President: 6-1 abstain

Motion to nominate for Secretary: Barb Banner

Martha 1st, Bob 2nd. Motion approved: 7-0

Motion to nominate for Treasurer: Judy Palmer

Martha 1st, Bob 2nd. Motion approved: 7-0

- e. Grace referenced a Board email vote taken prior to the Annual Meeting to approve a change in the ballot to remove the HOA fee increase from the budget initially submitted and to mail out a revised ballot with no fee increase indicated. (Email) Motion to mail a

replacement Annual Meeting ballot revising the proposed 2021 budget to not include an HOA fee increase: Max 1st, Judy 2nd. Motion approved: 8-0-1 abstain.

(Judy returned to the meeting by phone at 2:50 p.m.)

- f. Bob and Nancy Lowe, 9416 Spring Lakes, are selling their condo to their children either in trust or as an LLC. They will remain as tenants. They have requested an exemption from the 'no lease' prohibition in the Declarations & By-Laws. In addition, they would like the resale fee waived. After discussion, Bob agreed they would pay the resale fee as required. Motion to approve the Lowes' as tenants at 9416 Spring Lakes, to be reviewed for approval annually, but to assess the resale fee at the time of sale/transfer as required in the Declarations & By-Laws: Max 1st, Courtenay 2nd. Motion passed: 7-0-1 abstain.

Bob remains on the Board until he and his family decide the legal structure of the transfer which may affect his eligibility to continue to serve. He will keep the Board informed.

- g. Max asked about the planned meeting of Bob and an attorney familiar with the lift station history. Bob asked for a copy of the original email from the developer's representative so he could follow-up. Judy suggested there be no action at this time. Instead let the developer follow-up on the lift station ownership issue.

7. Nature Preserve (TRC):

- a. Martha notified the Board of the Preserve's planned New Year's gathering at the NP entrance as a celebration event.
- b. Martha referenced her email correspondence with Chuck Rutledge regarding the relationship of SPLAT to the Nature Preserve. She indicated the second draft of the TRC's Declaration & By-Laws is currently being reviewed and the legal description will be verified. Chuck questioned if SPLAT has any real connection to the TRC and whether SPLAT could legally collect fees for TRC. Jim reported there have been several meetings between the two groups to clarify our forward relationship. Martha assured Chuck the updated Declaration & By-Laws and legal relationship between SPLAT and TRC will be fully reviewed by SPLAT's legal counsel. After the TRC governing documents are updated and approved, Section 34 of SPLAT's Declaration & By-Laws will also be updated for compatibility and approval.
- c. Sarah referenced the work order report emailed to the Board. Courtenay asked about the status on the chimney cap repair at 9386 Spring Forest. Sarah indicated a replacement is being manufactured. Materials recommended by the contractor are being used. Jim reminded the Board that future pre-work assessments on the buildings will be expanded to include chimney condition assessments.
- d. Martha asked about interior repairs at 9549 Tamarack necessitated by chimney water damage. Sarah said she'd follow-up with the co-owners. Martha asked if there was a process to follow-up with co-owners regarding the acceptability of completed work. Grace

referenced the published communications policy which outlines this process as agreed to in meeting on September 30 with Ardsley. Sarah indicated email follow-up was the preferred method in order to create a written record.

- e. Jim recognized Max Oldham's six years' of dedicated service on the Board ending this month, three as the Board President and presented him with a gift card on behalf of the entire Board.

Motion to adjourn the meeting: Bob 1st; Martha 2nd. Motion approved: 8-0. Jim adjourned the meeting at 3:29 p.m.

Next Board Meeting: Monday, January 18, 2021, 2 p.m.
On-line via Zoom