

Meeting Date: October 13, 2022

- Meeting called to order at 6:02 PM
- Approval of 7/19/22 Minutes
 - Minutes are approved with corrections and cosmetic edits (Board members to send updates to all and either Jasmine or Amber will finalize)
 - Minutes should be sent out to all Board members for review prior to the meeting being held so that they can be approved and posted to the website after the meeting
- Financial Report
 - August and September reports included in meeting package
 - Note that we have a surplus in the budget to date
 - Surplus is due to not fertilizing this season or doing crack sealing on roads
 - Also we only had 1 tree fall
 - Collections Attorney
 - Do we have an Attorney on retainer who is doing this now?
 - We do not have an Attorney on record at this time
 - Jasmine has identified a law firm that will do collections and has a letter of engagement and will send this out to Board members for review
 - It was determined that since we do not have a collections attorney, there are potentially homeowners who are not in collections and should be
 - We need to follow procedures and submit homeowners for collection if they are in arrears
- Committee Reports
 - Leisa is following up with Beautification Committee Chair
 - No other reports
- Unfinished Business
 - Pond Management
 - There was a lot of discussion around the Pond and what is being done
 - There were two bids received
 - Solitude is a more reputable and professional firm and submitted the lower cost bid at \$2,700 + tax
 - Adding this cost to the budget will raise quarterly rates
 - Homeowners need to decide if this is a priority
 - Goal is not to raise rates this coming year and keep quarterly dues the same
 - Are there other places to save money?
 - To keep the dues the same, adding this cost would mean reducing the amount of money going into reserves
 - Reducing reserves further delays road repairs
 - Jasmine needs to follow up with SJN to get the date that they will do brush hogging around the pond
 - Usually this is done annually in October
 - There have not been complaints about the pond until this year
 - Summer heat and lack of rain could be contributing factors as to why the pond was so full of algae this year
 - Fertilization Services
 - It was discussed that not doing Fertilization was a result of the transition to Sentry

- SJN is not keeping up with maintenance of the beds around the Lanes
 - This is part of their contract
 - Jasmine to follow up with SJN
 - Board discussed proposals from Lawn Tech and TruGreen (included in meeting package) for weed control and fertilization
 - TruGreen proposal for just the beds includes a savings of \$2,400
 - However, Jasmine will confirm what is included in this - does it include islands and grass? It seems that it would be significantly higher if everything is included
 - Needs to specify beds and tree areas
 - Other options to consider are to reduce the number of treatments or drop crabgrass control in order to reduce cost
 - Lawn Tech is higher with everything included at the cost of \$3,650 or \$1,625 for islands only
 - Other discussion around mowing included finding out what the Town's responsibility is for mowing on Town roads including Deerfield and Ryefield Hollow
 - Jasmine will continue reaching out to Town to find out about their responsibility for mowing
 - Other discussion:
 - Sending a survey to all homeowners regarding priority projects such as the Pond and if this is a higher priority than the road replacement
 - Determine if it is possible for residents near the pond to take on Pond management outside of Board involvement
- New Business
 - Annual Meeting is on 11/15
 - Proposed Budget
 - Need to present a budget and mail this out prior to meeting
 - Can more than one budget be submitted for a vote?
 - One with Pond Management and one without it
 - Board went over some line items in draft budget
 - Jasmine to add attorney fees for collections to budget
 - Looked at cost of postage, copies, printing and supplies
 - Coupon books should not be mailed out; responsibility is on the homeowner
- Administrative Items
 - No new correspondence or work orders
- Owner's Forum
 - Deanne Lawrence, Timothy Lane asked about lawn mowing on Ryefield Hollow as Town is planning to put an access way connecting North and South Ryefield Hollow Drive
 - Deanne also asked if chemicals are included in the proposal for Pond maintenance
 - Sue Petke, Arrowwood Lane asked about the Capital Plan and if this is being updated and will be presented at the Annual Meeting. It should include cost and impact and assumptions
 - Jasmine indicated that the Plan is sent out with the proposed budget to all Homeowners prior to Annual meeting

- Executive Session
 - Jasmine will send out an email regarding the two open Board positions and request nominations
 - Board will meet on 10/27 at 6 PM to discuss the budget for the Annual Meeting
- Adjournment
 - Meeting adjourned at 7:33