

## BOARD OF DIRECTORS MEETING MINUTES

Location: Via Zoom (Online Meeting App)

Minutes Prepared By: Bonnie Shows, Secretary

Board Members Present: Allen Baker, Albert Bosch, Linda Intschert, Barry King, Melissa Nelson, Don Shackelford, Bonnie Shows, John Spire

1. The meeting was called to order at 7:04p.
2. Roll was called and a quorum established.
3. Welcome Visitors.  
Will Echols, Attorney
4. Secretary's Report.

The May minutes were provided and distributed via email prior to the meeting. Albert made a motion to accept the minutes; Barry seconded. Seven For; one abstention. Motion approved.

John made a motion to amend the approval minutes to exclude the Executive Session; Barry seconded. Motion approved.

*NOTE FROM SECRETARY: Minutes which include Executive Session details are NOT made public and are emailed ONLY to the current Board of Directors. Two sets of minutes (for private and for the public publication) will be distributed to the Board via email.*

One-hundred thirteen curbs numbers were painted in the neighborhood. An invoice from Curb Numbers, Etc. LLC for \$1356 was presented for payment. Albert and Linda will verify the number of curbs painted. Barry made a motion to pay the invoice after verification; Linda seconded. Motion approved.

5. Treasurer's Report.

The May financial reports were provided and distributed via email prior to the meeting. Linda made a motion to accept the Treasurer's report; Allen seconded. Motion approved.

Five delinquent homeowners not on a payment plan. All on payment plans are up to date.

Barry emailed the invoice from legal counsel for discussion, if necessary, and approval. No discussion necessary. Barry made a motion to pay the invoice; Melissa seconded. Motion approved.

6. President's Report.

Complaints and Inquiries:

A complaint was made against the residents at 15003 Rose Cottage Drive for parking a commercial vehicle. The tenant is now in compliance with our deed restrictions.

A complaint was made against 5111 Westerham Place for an "illegally parked vehicle". The vehicle was found not to be in violation of our deed restrictions and the complainant was instructed to contact the constable.

A complaint was made against the homeowner of 15018 Marlebone Court for operating a vehicle repair shop at the home.

#### Complaint Assignments

Per Albert's instructions and board discussions, excluding the Secretary and Treasurer, all other board members will be assigned in alphabetical rotation for answering complaints beginning in June. An alternate board member (next in line) will be copied in the event the primary assignee is unavailable. Bonnie will follow-up with assigned board member within 48 hours of assignment. The assigned board member will contact the complainant within 48 hours of assignment to acknowledge receipt of complaint.

Board members listed alphabetically by last name: Allen Baker, Albert Bosch, Linda Intschert, Melissa Nelson, Don Shackelford, John Spire

#### Wall Maintenance

Albert and Jorge Perez with JQ Brick Repairs & Restoration Services, LLC identified the remaining damage to the perimeter wall. There is a column pulling away from the panel. John made a motion to obtain an estimate to complete all repairs on the perimeter wall; Barry made an amendment to John's motion to amend the budget to request an estimate from JQ Brick Repairs & Restoration Services, LLC for the next five to ten years, and engage the contractor to complete the work this year under \$30,000; John seconded. Motion approved.

Linda made a motion to accept the President's report; Allen seconded. Motion approved.

#### 7. Executive Session.

The board entered executive session at 7:58p.

A homeowner paid their outstanding balance in full.

The President will receive assistance from legal counsel regarding a letter directed to a homeowner regarding deed restriction violation(s).

The board exited executive session at 8:05p.

#### 8. New Business.

None.

#### 9. Deed Restriction Violation Letters.

Linda picked up the letters and the yard signs and submitted receipts for reimbursement. Barry made a motion to reimburse Linda for these items, Albert seconded. Motion approved. Further discussion for implementing the process was tabled till the July board meeting.

#### 10. Architectural Control Committee.

No report provided.

#### 11. Old Business.

None.

#### 12. Adjourn.

Barry made a motion to adjourn at 8:28pm; Allen seconded. Motion approved.