

## 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 7:02p.
2. Roll was called and a quorum established.
3. Welcome Visitors.

Will Echols, Attorney; Larry Railey, 5102 Westerham Place

4. Secretary's Report.

The July minutes were provided and distributed via email prior to the meeting. Barry made a motion to accept the minutes; Linda seconded. Motion approved.

Discussion of the annual meeting venue and format were discussed. We will host the annual meeting via Zoom and, if possible, offer a location where we can safely meet while keeping with the state recommended social distancing guidelines. Bonnie will work on this and develop a protocol to send via USPS mail giving the homeowners advance notice.

5. Treasurer's Report.

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

Barry will have the 2021 budget for review at the September meeting.

6. President's Report.

Complaints and Inquiries:

A complaint was made against a resident homeowner on Rose Cottage Drive for a trailer parked in the driveway and paint peeling off the house. A formal letter will be mailed to the homeowner with a copy of the deed restriction violation.

Complaint Assignments

Per Albert's instructions and board discussions last month, excluding the Secretary and Treasurer, all other board members will be assigned (*via email and text message*) in alphabetical rotation for answering complaints beginning in last month. 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 received an email from Jorge Perez with JQ Brick Repairs & Restoration Services, LLC with an estimate of \$12,000 for future repairs on the perimeter wall over the next five to ten years.

Melissa made a motion to accept the President's report; John seconded. Motion approved.

7. Deed Restriction Violation Letters.

Bonnie delivered the "HOA/ACC Approved Project" yard signs to the ACC Chairman. Linda, Allen, and Bonnie will meet before the next board meeting to develop protocols when necessary to issue deed restriction violation letters to homeowners.

8. Architectural Control Committee.

One request was submitted and approved for windows replacement on Benfer Road.

9. Old Business.

Linda confirmed—*by literally counting the recycling bins the last two consecutive weeks*—that more than half the residence are using the recycling service: 66 households on week one (52%), and 69 households on week two (54%).

10. New Business.

We have noticed (*or not noticed*) the contractor for mosquito spraying in our neighborhood. As per the contract, spraying should be twice weekly from April to October. Barry said no invoices have been submitted for payment. Albert will contact the company.

11. Executive Session.

The board entered executive session at 8:17p.

Conversation with homeowner regarding the parking issues.

The deed restrictions revisions were discussed with legal counsel advising the amendments.

A special committee meeting to review deed restriction revisions on Tuesday, September 22 at 7:00p via Zoom.

The board exited executive session at 8:46p.

12. Adjourn.

Melissa made a motion to adjourn at 8:49pm; John seconded. Motion approved.