



Meeting Notes Board of Directors

Date/Time: March 15, 2022 7:00pm

Location: Via Zoom

Attended:

Board - David Ward, Peter Katsur, Tani Kron, Drew Loeffler, Christina Jaquith, Ellen Ruby-Markie

Homeowners - Joshua Gussak, Mist'D June-Gussak

Meeting Notes compiled and distributed by Dannielle Mellor, CMCA (Association Manager)

Meeting Minutes for February 2022

- Meeting minutes represent Executive Session and confidential items relating to Homeowners. Association Manager will place minutes on AppFolio for Board review and recorded approval.

2014 Taxes to Current

- David Riley states unable to complete taxes for Association, recommends CPA services, and considers audit.
- Board states priority is the completion of taxes.
- Suggestion made to make 2021 tax filing a priority before the tax deadline. The manager can contact CPAs who previously submitted costs and an additional company to see if any would offer a discounted rate for completing all taxes from 2015 to current.

David makes a motion to prioritize 2021 taxes and receive bids for the remaining years, asking if there is a possible discount due to volume. Drew seconds motion. All approve.

2022 Spring Clean Up

- Association Manager contacted Lawns and Landscapes to get a specific date they will be on-site for collection.
- Lawns and Landscapes indicated that they are meeting with the trucking company at the end of March and should have dates secured then. Once received, he will provide the information to the Association Manager.
- Board suggests a summer newsletter to Homeowners to provide further information about the Spring Clean Up and housekeeping items. In addition to a hard copy being mailed, the Newsletter can be added to the website and shared documents on AppFolio.
- Board suggests placing a QR Code on Newsletter to direct Homeowners to the Association's website. Dannielle will investigate adding a QR Code.

LRSA Feedback

- LRSA Board reports that when plowing the area for the well, snow is being moved across Main Tree and stored. This is a violation of the Municipal Code and can result in a potential fine.
- Given the open parking area around the well, there is no reason why snow cannot be stored within the parking area.
- Dannielle will contact NUS (Northern Utility Services) and let them know about the snow being moved and the potential fine. Additionally, she will request that they move and store snow within the parking area around the well.

Board thanks Homeowners for attending the meeting and moves into Executive Session to discuss delinquent accounts and HOA Legal Services.

HOA Legal Update

- Dannielle has traced the delinquent accounts for Homeowners using previous management files to determine when delinquency began.
- Dannielle explains there are several invoices from HOA Legal for services rendered on the collection of delinquent accounts. Using this information, she will match invoices to delinquencies, then determine which were paid and when.
- Once completed, a full report will be submitted to the board. This will assist in determining the next steps.

Meeting Adjourned at 8:01 pm

Action Items

- Dannielle Mellor, CMCA – Provide Board with updated pricing on CPA services for taxes.
- Dannielle Mellor, CMCA – Contact Lawns and Landscapes for dates of clean up
- David Ward – Contact NUS about snow plowing