

First HOA Meeting of the New Board - October 30, 2019
6pm-7pm

AGENDA

1. Decide Roles and Review Job Descriptions of Roles
2. Discussing Social and Arc Committees Responsibilities
3. Women's Committee
4. Discussion About Management Company (current and future)
5. Review of Cedar Management Roles (past and future)

1. ASSIGNED ROLES

President - Dave Miller

Vice President - Maureen Furr

Treasurer - Danette Lomax

Secretary - Mara Healy

At-Large Liaison - Cary Pfeffer

Advisor/Web Manager - Mark Weber

- President is the only authorized party to draw upon HOA bank account other than the "agent" (management co.)
- We are going to follow the current definition of roles that are outlined in our current bylaws.

2. COMMITTEES

Social Committee - Proposed Roles

- plan a proposal for anything that requires monetary distribution
- organize block parties
- organize holiday decorations for the neighborhood entrance
- organizing charitable donations
- provide "welcome wagon" to new residents
- also organize easter egg hunt, halloween party, neighborhood directory
- Volunteers who have contacted board members include Renee Miller, Ellen Stanley,

Architectural Review Committee - Proposed Roles

- meet with board to review CCR's and help update bylaws regulating architectural things
- need to meet and come up with expected guidelines for common requests
- resolve conflicts between most recent policy resolutions and current unamended CCRs (especially policy resolution #3 and policy resolution #4)
- field submitted request for changes/additions to exterior of homes
- Volunteers who have contacted board members include Tyler Campbell, Bob Williams, Christopher Healy

3. WOMEN'S COMMITTEE

This is a self-governing group for small parts of neighborhood for fun (bunco, etc) and will not be addressed nor governed by the board

4. CEDAR MANAGEMENT

Don oversees 18 HOA communities - he is the "agent" (in bylaws) for us.

Cedar Management's past/current role:

- prepares an annual budget

- submit collected assets and receipts
- collect all dues
- having the monies on behalf of the HOA in a bank account
- recording expenditures
- pay expenses on behalf of the HOA
- they charge since 2014 approximately \$600/month
- once per month drive through for violations
- do we want to drive around with Management company to see violations?

RESOLUTIONS :

- Meet with Don/Cedar Management on our Third Board Meeting
- Communication between board members will be primarily via texting unless there is an attachment in which case we will note in the text for board members to look at the email
- Draft an email/about obtaining email from neighbors communication

INVESTIGATE :

- hiring an off duty officer to catch drivers speeding and running stop signs in our neighborhood
- new trash cans for park that specifically include dog waste
- garbage can bin enclosures specifications
- storage shed specifications/architectural committee
- should there be additional board members since there can be up to 9 according to bylaws

ACTIONS :

- invite Don/Cedar Management to December 13th HOA board meeting
- ask Don for email addresses of home owners so board can communicate essentials to neighbors
- create additional specs for our currently pending arc request - Dave will do this
- Set up next two board meetings for the rest of the 2019 Calendar those will be on:

Wednesday November 13th at 6pm - at 10601 Providence Arbours Dr.

Wednesday December 18th at 6pm - at 10609 Providence Arbours Dr.

*These minutes were reviewed by the board at the conclusion of the meeting and unanimously approved.