

## **Minutes: Audubon Landing HOA Board Meeting**

**February 24<sup>th</sup>, 2020 6:30 PM**

West Meadows Community Center

### **Call to Order – David Ritchie. 6:42pm.**

- Attendee Recognition – D. Ritchie. **A quorum of the Board was established with four (4) Board Members attending. Member Julie Thornhill was not at the meeting. Eleven (11) Members attended the meeting as well.**
- Updates To Agenda. **None.**
- Treasurer: Financial Report YTD January 2020 – J. Garcia. **John Garcia provided a brief report on the January 2020 financial report including an update on the operating account and the reserve account for the Association. Motion made by Debby Amon to approve the Treasurer's Report, seconded by David Ritchie. The motion was unanimously approved.**
- **Without Meeting Confirmation – David Ritchie**
  - Approved January 27, 2020 meeting minutes.
  - Approved iron/rust cleaning of the vinyl fencing by Riptide Pressure Washing for the cost of \$250.00
  - **Motion made by Joyce Byers to approve the action without a meeting approval, seconded by David Ritchie. The motion unanimously passed.**
- **Individual Reports:**
  - Pool – D. Ritchie. **Dave Ritchie provided an updated on the pool. There was a concern with the pool water level. Bayside Pools assessed the concern and noted that the fill valve was working correctly, and the pool water was at the correct level. Dave will continue to monitor water level. The Board will look to have the pool heater turned back on in mid to late March 2020 depending on the temperature.**
    - Pool Furniture Damage Discussion. **Dave discussed concerns with 2 pieces of furniture at the pool. The fabric needed for the repairs has been discontinued and is no longer made. The board will look at options to have these pieces repaired or replaced for the pool area.**
  - Gate – D. Amon. **Debby Amon provided updates that the CAT10 LCD Display for the gate call box has been replaced. No other concerns to report since the last meeting.**
  - Landscape & Irrigation Update – J. Byers and J. Thornhill. **Joyce Byers provided updates for the landscaping and irrigation in the Association. Joyce and Julie have met with Charley and are developing a plan to monitor Duval's performance during the services to the Association going forward. Duval will be working on the mulch cleanup and leaf removal during the next services to the Association.**
    - Landscaping Proposals Discussion and Review. **The Board reviewed the proposals for various landscaping projects in the Association. After discussion, this topic was tabled to allow additional time to collect competitive proposals for these projects.**
  - Communication/Newsletter Committee – J. Garcia. **John Garcia reported the changes to the Communications Committee due to Julie Thornhill and Joyce Byers being elected to the Board of Directors. The Board will discuss the new committee under old business. John will also work with the new committee to discuss the quarterly newsletter for the Association as a Committee Member will need to take that responsibility to continue the newsletter.**

### **Melrose Management Reporting:**

- Attorney Letters - Issued by Reason. **None at this time.**
- Past Due Proof of Insurance Letters – Issued by Resident. **Reviewed and discussed.**
- Past Due Status. **Reviewed and discussed.**
  - Lien Discussion for Delinquent Accounts. **None to discuss at this time.**
- Work Order/Member Communication Report. **Reviewed and Discussed.**
- Violation Letters sent
  - Stage 3 Notices Review and approval to fine and escalate to the Violation Review Committee. **The Board discussed the violations. At this time, there are not any uncured, stage 3 violations for their review at this time.**

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**Old Business:**

- Exterior Building Painting Project Update/Discussion. **The Board held the first walk through with Munyan for the first 10 buildings completed in the Association. Munyan will continue working in the Association and the Board will be looking to setup the next walk through when the next ten buildings are completed.**
- Committee Member Discussion. **The Board discussed the Committees for the Association. Each Committee was discussed in detail as follows:**
  - **Architectural Control Committee (ACC).** Members Rose Weiss, Harry Carlock and Joyce Ritchie volunteered to continue to serve on the Committee. Members Linda Neel and Frances Chmura volunteered to join the Committee. Motion made by Debby Amon to appoint Linda Neel and Frances Chmura to the Committee. The motion did not receive a second. The motion was not passed. Motion made by Joyce Byers to continue the Committee with Members Rose Weiss, Harry Carlock and Joyce Ritchie, seconded by John Garcia. A vote was held. By a vote of 3-1 the motion passed. Debby Amon opposed the motion.
  - **Violation Review Committee.** Member Bev Glantz volunteered to continue to serve on the Committee. Members Bill Koerber and Ruth Greenbaum volunteered to join the Committee. Motion made by John Garcia to appoint Bev Glantz, Bill Koerber and Ruth Greenbaum to the Violation Review Committee, seconded by Joyce Byers. The motion unanimously passed.
  - **Landscaping Committee:** The Board discussed the need for the Landscaping Committee. After discussion, motion made by John Garcia to disband the Landscaping Committee, seconded by Debby Amon. The motion unanimously passed.
  - **Long-Term Strategic Planning Committee.** Members Harry Carlock and Linda Gillon volunteered to continue to serve on the Committee and Members Quinn Bursack and Maury Rakes volunteered to join the Committee. Motion made by John Garcia to appoint Members Harry Carlock, Linda Gillo, Quinn Bursack and Maury Rakes to the Long-Term Strategic Planning Committee, seconded by Dave Ritchie. The motion unanimously passed.
  - **Communications Committee.** Members Quinn Bursack and Ruth Greenbaum volunteered to continue to serve on the Committee and Member Gina Rutledge volunteered to join the Committee. Motion made by John to appoint Members Quinn Bursack, Ruth Greenbaum and Gina Rutledge to the Communications Committee, seconded by Dave Ritchie. The motion unanimously passed.

**New Business:**

- Community Meeting. **The Board discussed having a community meeting for the Members to provide their input on the Association business. The meeting will be setup as an open forum. The Board will look to schedule this meeting in the near future and will notify the Members of the meeting date/time when it is scheduled.**
- Association Architectural Standards Discussion. **The Board discussed the Architectural Standards for the Association. The ACC will be reviewing the current Standards and making recommendations to the Board to update the Standards. The Board discussed the regulations for doors in the Association. After discussion, motion made by Debby Amon to approve Owners to select either door option in the Association for their Unit regardless of the current door on their Lot, seconded by John Garcia. The motion unanimously passed.**
  
- Next Walk-through – **March 11, 2020 at 9:00AM.**
- Next Board Meeting – **March 23, 2020 at 6:30PM.**
  
- Meeting Adjournment – **7:50PM**