Summerlyn

Board of Directors Meeting



**December 16, 2019 / 6:30 PM / Kathy’s House**

# ATTENDEES

The meeting was called to order at 6:41 pm.

* Tom
* Kathy
* Chris
* Jason
* Ben

## **Hearings**

* No update

## **Financials**

* No update

## **Old Business**

1. Make form on the website for reserving resident street parking (expected birthday parties, family staying the weekend, etc)
	1. **Tom: This has been completed. The form is live on the website**
2. Deposit 30K check to HOA checking account and then transfer to Live Oak 12-mo CD
	1. **Tom: This has been completed. $30K has been locked into 1 yr CD with Live Oak Bank**
3. Key stuck in the pool door lock
	1. **Ben: Deadbolt has been replaced at the pool**
4. Ask Robbie to prune trees/bushes along Glen Laurel 1x annually to reduce contract cost
	1. **Jason:** Agreement reached with Robbie; he will reduce pruning to 1x a year with reduced contract cost
5. Reach out to Jenn Hamilton to schedule holiday party.
	1. **Chris: Done**
6. Obtain 3 bids to fix electrical issues
	1. **1 bid received from Shana**
	2. **Board to reach out to Community to see if there are any local electricians willing to bid for the job**
7. Ask attorney if we can place a lien on the common area properties still owned by the developer
	1. **Pending attorney’s response. Shana to provide still**
8. Confirm with Clayton Center regarding room availability for annual HOA meeting with residents. Proposed dates: Jan 14, 15 or 16th OR Jan 28, 29 or 30th
	1. **Meeting scheduled at Clayton Center for January 28th**
9. Constructing rental cap amendment
	1. **Pending Shana working with attorney. Attorney will assist with forming up language and document**

## **New Business**

* Holiday Party
	+ Went well, but low turnout (~6 families showed up)
* Community Signs
	+ Signs and letters should be placed in storage room at the pool when unused
	+ Jenn Hamilton will manage signs for us
* Pool Water Levels
	+ Pool is 18” - 2’ below skimmers. Ben advised AquaTech to monitor it weekly/bi-weekly to ensure it doesn’t get that low again
* Create and review annual HOA meeting deck

## **Committee Reports**

Architectural Review Committee: Nothing to report

Beautification committee: Nothing to report

## **Action Items**

1. **Tom**:
	1. Ensure website is updated with current information
	2. Enhance annual HOA powerpoint slides and input missing data
	3. Advertise electrical work in community to see if there’s a local contractor willing to bid for a job
2. **Chris:**
	1. Reach out to Jenn Hamilton to ask if she can take over updating the signs for community events
3. **Ben:**
	1. Follow up with AquaTech to ensure they are monitoring pool water levels weekly/bi-weekly
4. **Shana:**
	1. Obtain 3 bids to fix electrical issues at pool
	2. Ask attorney if we can place a lien on the common area properties still owned by the developer

# Next Meeting:

* Jan 28th (Tuesday) at Clayton Community Center: 6:30pm