**Summerlyn HOA Board of Directors Meeting**

04/07/2020 - virtual meeting

*The meeting was called to order at 6:31pm*

ATTENDEES
Tom
Chris
Jacqueline
Stephanie

Paul

Shawn

Kristie

1. **Old Business - meeting time with Shana**

* Went over past-due collections - do we proceed to collect/file a lien given the current circumstances? We all decided that we will call owners who are two quarters and more to a hearing and will turn off pool cards for all that are late.
* Balance due letters - send to owners who are currently in bankruptcy now? **Need to vote on this later in the meeting**
* How are violations handled: Violation level 1 by Shana a letter is sent out; if she sees the same violation the next month they get a level 2 (letter plus 10 days to fix the matter); if the violation is still there by the third month, the residents get another letter with and additional 10 days to fix the matter and can be called to a hearing where a $50 or $100/day/violation fine is possible.
* Violations: lawn care, pressure washing, trash cans, yard debris, signs, parking on the grass. Shana will send us a PDF template showing what the violation letter looks like, but cannot send us letters prior to sending.
* A lot of talk of about on-street parking - we need to talk more about this later in the meeting and how to obtain pics for proof
* We reviewed financials up to the end-of-February. Jacqueline addressed a concern about the interest we made and the sheet not reflecting this.
* Where is the documentation proving at the 2015/2016 meeting happened: (WD employee took meeting minutes showing the meeting happened but did not document that ownership went from developer to HOA.) She cannot provide any other information.

2. **New Business**

* Pool: Can’t open the pool until the Governor’s order is lifted - probably not until the end of May. Chairs in storage are in bad shape. Chris will get a quote from Will on new and repairing chairs.
* When should we have the resident hearing for unpaid dues (prior to the pool opening)? **May 12th at 6:30pm via Zoom** - 5 minutes per person allocated
* Standing Oaks home - **all board members voted yes** to send the owner an attorney lien letter
* On-street parking - board reps from each area to monitor parking concerns. **Paul - Orchards, Tom - Groves, Kristie - Meadows.** Paul to research parking/towing signs - cost, etc.
* Need to begin advertising that voting is open for Yard of the Month. Also need to locate the sign to make sure it is still in good shape.
* ARC Committee - need to update guidelines to include vinyl fencing.
* Also, who makes sure homes and yards are compliant with the HOA covenants and guidelines (RE: power washing, yard, etc)? *We reviewed the process for new board members with Shana - see above.*
* Is TripleR still cutting grass per our contract? If more strict orders are implemented by the government due to the virus, how will it impact our agreement? They are still cutting and considered essential.
* Any feedback on the first food truck event? **Paul** - what do we have confirmed so far for future days? Hot dogs, wake wagon, red neck bbq...lots of possibilities. We would like to keep the trucks coming when the pool does open as they seem to be popular and the community enjoys them.

3. **Committee Updates**

* Pool Committee: Anything to discuss in regards to delaying the pool opening? Front door key(s)? Discussed previously. We will not be charged by AquaTech if pool is not open
* Beautification Committee: Will discuss cleaning signage on our chat channel
* Social Committee: None at this time
* ARC Committee: Update on requests that have come in since last meeting **(Paul/Shawn)** - approved storm door; awning, overhang, and deck; not heard from Shana about house that already put vinyl fence in. Kristie will contact Shana on how to document the $150 fine in the covenants.
* Yard of the Month: Jacqueline and Steph will begin in May. Will look for sign and advise if a new one needs ordered.

4. **Action Items**

* **Tom** - send an email to Shana about the $100 lease initiation fee for new rental residents and ask how to add this to our covenants.
* **Tom** - send an email blast to residents about street parking concerns, unleashed pet complaints, and pet waste on private property.
* **Chris** - obtain quotes from Will for new chairs and refurbishing our current chairs.
* **Steph** - get a better idea on cost for pool snacks and a cash box.
* **Jacqueline and Steph** - decide on first Yard of the Month home.
* **Shawn** - get additional copies of pool key and let the board know where they will be kept.
* **Shawn and Chris** - update pool rules on our word document and also on signage at the pool
* **Paul** - make a possible connection with Adams Homes and speak about greenway maintenance concerns; obtain street parking signage quotes.
* **Kristie** - speak with Shana about the $150 fine for not obtaining ARC approval before making modifications, etc. and how to update documentation/covenants reflecting this fine. Also, please update documents to reflect that vinyl fencing is permitted.

*The next HOA board meeting has been scheduled for Tuesday, May 5th and will be virtual due to Covid-19*

*\*\*Resident hearings for unpaid dues will be held virtually on May 12th at 6:30pm\*\**

*Meeting concluded at 8:04pm.*

***President*** *- Tom Loboda*

***Vice President*** *- Chris Webber*

***Treasurer*** *- Jacqueline Draughn*

***Secretary*** *- Stephanie Lanier*

***ARC*** *- Paul Rosalas, Shawn Lovins, and Kristie Linder*

**Beautification Committee** - Steph/Chris

**Social and Community Outreach** - Steph/Tom

**Pool and Swim Lessons** - Shawn/Chris

**Webmaster** - Tom

**Landscaping (RRR landscaping/ Robbie)** - Shawn/Chris

**Yard of the Month** - Jacqueline/Steph

**Sonitrol** - Shawn/Tom

**Adams Homes** – Paul