

May 2022 CCA Board Meeting Minutes

May 5, 2022, at 7:00 pm on Zoom

Board members in attendance:

Kate Bowerman
Carl Friedrich
Tom Furlong
Kari Uman
Mary Bloom

Officers in attendance:

Jonathan Miller

1. Call to Order

- a. Board member Kate Bowerman called the meeting to order at 7:05 pm.
- b. Quorum is met with 5 board members present.
- c. Kate moved to meet in executive session immediately following the board meeting to discuss pending litigation regarding arrearages; Kari seconded the motion. All board members approved, and the motion carried.

2. Treasurer's Update: Jonathan Miller reported on the financial condition. As of May 5, 2022:

- a. 62% Q1 Dues Paid
- b. \$7,861.58 expenses in April
- c. Checking account balances and accounts are healthy
- d. Jonathan discussed the transition from Quickbooks desktop application to the Quickbooks online tool.
 - i. Lowest tiered subscription appears sufficient in capabilities.
 - ii. Allowing online payment via Quickbooks via credit card, debit card, or bank transfer has a fee associated with each payment.
 - iii. Kate moved to open a Quickbooks simple account; Kari seconded the motion. All board members approved, and the motion carried.
- e. Kate discussed the Coleson Cluster insurance policy that is up for renewal.

3. Design Standard Updates

- a. Kari presented an update on the progress developing proposed lighting standards. Konstantin Lighting was hired to provide input on appropriate lighting types for the Coleson Cluster neighborhood.
- b. Kate presented an update on the progress developing proposed trim capping on siding standard.

4. Landscaping Plan

- a. Kate presented an update on the progress of the master landscaping plan.
 - i. Plants behind 1600-1604 in the new swale area are not doing well. Will reach out to HEMAX to discuss as the plants are under warranty.
 - ii. Phase 2 of the plan will be implemented this year.
- b. Kate discussed the need to set up a watering contract with Blade Runners to water plants around the front entrance sign and some of the ginkgo trees.

5. Parking Lot Sealcoating

- a. Tom presented the two proposals received for sealcoating the neighborhood parking lot.
 - i. Kate moved to allocate \$8,000 to hire Collegiate Sealers and Pavers to perform the sealcoating later this year; Tom seconded the motion. Four board members approved (one absent), and the motion carried.

6. Approve Minutes

- a. Kate moved to approve the April 7 board meeting minutes as revised; Tom seconded the motion. Four board members approved (one absent during the vote), and the motion carried.
- b. Kate moved to approve the April 7 annual meeting minutes as revised and with the addition of the annual meeting slides; Tom seconded the motion. Four board members approved (one was absent during the vote), and the motion carried.

7. Other Business

- a. Blade Runners will return to perform the neighborhood walkthrough on May 13th to inspect the conditions of trees for necessary maintenance.

8. Adjournment

- a. Kate moved to adjourn the meeting at 8:16 pm. Carl seconded. All approved. Meeting adjourned.