

# June 2022 CCA Board Meeting Minutes

June 2, 2022, at 7:00 pm on Zoom

## **Board members in attendance:**

Kate Bowerman  
Tom Furlong  
Kari Uman  
Mary Bloom

## **Officers in attendance:**

Jonathan Miller

## **Resident/Homeowners in attendance:**

Tina Jay

### **1. Call to Order**

- a. Board member Kate Bowerman called the meeting to order at 7:10 pm.
- b. Quorum is met with 4 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. Four out of four board members approved, and the motion carried.

### **2. Treasurer's Update:** Jonathan Miller reported on the financial condition. As of June 2, 2022:

- a. 91% Q1 Dues Paid
- b. \$6,567.62 expenses in May
- c. Checking account balances and accounts are healthy
- d. Quickbooks update - Purchased subscription to QuickBooks Online. Beginning transition from desktop QuickBooks to online version this month.
  - i. Online payments will be accepted. Homeowners can opt-in to paperless billing and electronic payment. QuickBooks payment processing fees will be passed on to homeowners who are using electronic payments.

### **3. Trash/Recycling Vendor Search**

- a. Kate discussed beginning a new search to replace American Disposal when the contract ends in August 2022.
- b. Mary will send out RFPs to find a new vendor.

### **4. Landscaping Plan**

- a. Tina discussed the progress of the implementation of the master landscaping plan. Phase 2 will be implemented soon in Areas 1 & 2.

#### **5. Design Standard Updates**

- a. Kari discussed the status of the updated design standards that were sent to residents for feedback. The updated standard will be submitted to the DRB for adoption into the Coleson Cluster Design Standards.
- b. Kate discussed adopting a design standard to allow trim at the bottom of houses that have siding.
  - i. Kate moved to adopt the updated design standard and send them to residents for feedback, Kari seconded. Four out of four board members approved, and the motion carried.
- c. Kate discussed adopting a new design standard for sidelights. A sidelight is adjacent to many front doors in the cluster to allow in light through a window.

#### **6. Carport Repairs**

- a. Kari presented an update on the costs associated with updating/repairing the siding on the carports in the neighborhood.

#### **7. Parking Lot Sealcoating**

- a. Tom presented an update on the planned parking lot sealcoating scheduled for June 8-9. Notices have been to the residents and more will be sent.

#### **8. Social Events**

- a. Kate discussed the possibility of having a summer social event

#### **9. Approve Minutes**

- a. Kate moved to approve the May 5 board meeting minutes as revised; Tom seconded the motion. Four board members approved, and the motion carried.

#### **10. Adjournment**

- a. Kate moved to adjourn the meeting at 8:56 pm. Kari seconded. Four board members approved. Meeting adjourned.