



Board Meeting Minutes

DECEMBER 17, 2020 / 7:00 PM / VIRTUAL MEETING

Attendees

Name	Role	Initials	Attendance
Subhasis Datta	President	SD	Present
Don Funkhouser	Vice President	DF	Present
Paul Witting	Treasurer	PW	Present
Mike Wolmetz	Board Member	DF	Absent
Carmen de Perignat	Board Member/AECC Chair	CdP	Present
Evgeny Tsypnyatov	Board Member	ET	Present
Neil Smith	Secretary	NS	Present
Scott Wertlieb	Vista Management (VM)	SW	Present
Adam Ochner	Vista Management (VM)	AO	Present
Emily Funkhouser	Homeowner	-	Present
George Fenster	Homeowner	-	Present
Bob Woods	Homeowner	-	Present

Agenda

7:00 - 7:20 PM: Opening

7:20 - 8:20 PM: Priority Business

8:20 - 8:50 PM: Ongoing Business

8:50 - 9:00 PM: Closing

Notes

OPENING

- Meeting called to order at 7:00pm by Subhasis Datta, President.
- Motion to approve meeting minutes from the November Board Meetings.
- Financials - \$26k in the checking account, \$222k reserve and \$56k in the new reserve. \$5k in the operating account.
- Expenses are in line with expectations at this stage of the year.

PRIORITY BUSINESS

2021 Budget & Planned Reserve Expenditure

Board discussed the 2021 budget and planned Reserve expenditure for 2021.

Motion to approve HOA Board Operating Budget of \$54,660.

CPA Engagement

Motion to approve CPA review and tax return filing for 2020. Passed - see votes section below

ONGOING BUSINESS

HOA Dues Letter

VM will order coupons for sending out dues invoices with the aim of sending this out by the end of the year. CCOC education letter and 2021 Budget will also be included in the mailing.

Home Improvement Letters After Fall Inspection

CdP and VM working towards getting the letters finalized for sending.

Entry Signage

AO is still pushing the vendors on a delivery date.

Allentuck Proposal for Replacement of Laurel Bushes on Pebble Hill Lane

Replacement of Laurel bushes will occur in the Spring.

Felled Tree Removal

Estimates are being received to address tree branches from a recently felled HOA tree that was left in the woods.

AECC

The AECC has approved a metal handrail to be installed at 25 Flints Grove Drive for accessibility purposes.

Homeowner Survey Update

A higher number of responses received than anticipated. Two more reminders to be sent before it closes on December 31st.

CCOC Request for Information

Completed by VM. CCOC payment is also taken care of as two payments were made in 2019.

NEW BUSINESS

Townhome Accounting

Board discussion on how to approach townhome accounting. SD to discuss options with CPA.
More research to be conducted.

CLOSING

- Motion to approve these minutes.
- Meeting adjourned at 8:58pm.

Votes

Motion	For	Against	Abstain
Motion to approve November 19th Board Meeting Minutes	ALL		
Motion to approve November 30th Board Meeting Minutes	ALL		
Motion to approve 2021 Operating Budget of \$54,660	ALL		
Motion to approve Jim Layton to review HOA accounts at \$2,000	ALL		