

Board Meeting Minutes

April 27, 2023 / 7:00 PM / VIRTUAL MEETING

Attendees

Name	Role	Initials	Attendance
Neil Smith	President	NS	Present
Subhasis Datta	Vice President	SD	Present
Paul Witting	Treasurer	PW	Present
Mike Wolmetz	Secretary	MW	Present
Lee Bakalar	Board Member at Large	LB	Present
Scott Wertlieb	Vista Management (VM)	SW	Present
Kevin Kapp	Vista Management	KK	Absent
Homeowner Attendees: None			

Annotated Agenda

Opening

- **Intro:**
 - Meeting called to order 7:04
 - Open Agenda Items from Community
 - Extended duration and usage of dumpster and porta potty
- **Vista Management Updates:**
 - Finance
 - Dues
 - Five homes outstanding
 - Accounts & Expenditure
 - Savings Account Research
 - Financial Review Update
 - AECC
 - Home Improvement Letters
 - No outstanding requests
 - Other
 - Correspondences
- **Inflight List:**

#Area	Status	Activity	Owner
Other ▾	In Progress ▾	Townhome EV Charging Workgroup <ul style="list-style-type: none"> Governing Document amendment discussion 	LB
Other ▾	In Progress ▾	Annual Meeting 2023 Planning <ul style="list-style-type: none"> Notification <ul style="list-style-type: none"> Targeting May 8th for mailings Signs Powerpoint Refreshments Logistics 	NS
Maintenance ▾	In Progress ▾	Rich Branch Trail Steps - Slip Strips <ul style="list-style-type: none"> Sample approved, moving forward with installation 	NS
Maintenance ▾	In Progress ▾	Dufief Mill Road Clean-Up <ul style="list-style-type: none"> Tree replacement 	VM
Maintenance ▾	New ▾	Split Rail Fence repair/refresh quote from Allentuck	VM

Parking Lot

Other ▾	Blocked ▾	MoCo Stream/Bridge Restoration <ul style="list-style-type: none"> Awaiting permits - estimated June 2023 work start date 	VM
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Closing

- Review of Meeting Minutes and Board Vote to Approve Minutes
- Meeting Closeout
 - Adjourned at 8:28

Backlog

- Tot-Lot: Replace/repair?
- Basketball Court: Repurpose?

Votes

Motion	For	Against	Abstain
Approve split rail fence repair	5	0	0
Approve the minutes	5	0	0

Action Items

Activity	Owner	Action
Dumpster/Porto follow-up	SW	Follow-up with homeowner for status update
Dues follow ups	SW	Send out first round of late fees to homes with dues outstanding, follow up on payment challenges
Annual meeting mailer	SW	Prepare and send annual meeting materials to homeowners
Tree Replacement	SW	Reach out MoCo regarding fall planting schedule
Slip strip	SW	Follow up with Allentuck on moving forward with slip strip installation
Fence repairs	SW	Reach out to Allentuck to perform repairs
Coordinate annual meeting signage	SD/PW/ NS	Collect signs, add information, post around neighborhood
Annual Meeting materials	NS	Powerpoint, Minutes, etc.
Secure annual meeting refreshments	LB	Purchase pizza, water and napkins to provide at annual meeting

Key Artifacts



Credit: DALL-E