

Southwyck Community Association
Minutes, Board of Directors Meeting
November 5, 2020

A meeting of the Southwyck Community Association Board of Directors was held on November 5, 2020 via Zoom. Board members present: Helen Bilyeu, John Fisher, Sangeeta Bakshi and Vanessa Helmer. Residents: None. Others: Kathy Dooley of Community Management Solutions. A quorum was verified and the meeting called to order at 6.30pm.

Homeowner input: None

Secretary's Report: The October minutes were reviewed. A motion was made to approve the October minutes, was seconded and passed.

Treasurer's Report: The September financials were reviewed. A motion was made to approve the September financials, was seconded and passed.

Business: Ms Dooley asked the Board to ratify the two email votes taken to repair Thalerfield and Magnolia electrical issues. A motion was made to ratify both items, was seconded and passed.

Budget review – Ms Dooley proposed putting \$50,000 into Reserves for capital improvement and book a \$10,000 allowance for bad debt. Both measures approved, seconded and passed. Ms Bilyeu requested that next year's budget include a sum to cover vandalism costs. Ms Dooley suggested the sum of \$640 and the Board agreed. Ms Bilyeu highlighted possible increase in electricity costs given additional meters Southwyck CAI now responsible for. Ms Bilyeu also reminded Ms Dooley to include CMS's increased administrative fees. Ms Bilyeu requested a couple of changes to bank website. Ms Dooley to send revised budget to Board. Motion made to make no change to assessment fees, was seconded and passed.

Fence repairs along Cullen & Fite (nailing loose boards and re-staining) to be done next week under warranty.

Brick wall repair at Morgan – awaiting information from police report but the Board asked Ms Dooley to go ahead and get wall fixed and claim through insurance, while police file charges if necessary, against people who caused damage. Motion made to do repairs, was seconded and passed.

Board and Ms Dooley discussed getting flower beds and monument repaired which were damaged by MUD work at Covington Way/Northfork. MUD to cover costs.

Ms Dooley has sent out some 200 letters to homeowners who have branches overhanging fence or ivy growing along it. Some homeowners have responded and done something about it, majority have not. Ms Dooley has also sent out easement letters but again, not a great response. Ms Dooley to send out another round.

Ms Dooley to get bids for Huntington Park fence repairs.

Additional damage to main irrigation line at Magnolia/Auburn discovered, so water shut off which will affect flower beds. Damage located under a homeowner's driveway which will have to be dug up to repair line.

Search for new landscaping company to start, as current one used by Southwyck CAI will be closing down at the end of the year.

Annual meeting – general discussion about annual meeting.

Executive session: The Board discussed collections and pending legal actions. There being no further business, the meeting was adjourned.

Vanessa Helmer, Secretary