

**Southwyck Community Association**  
**Minutes, Board of Directors Meeting**  
**December 4, 2020**

A meeting of the Southwyck Community Association Board of Directors was held on December 2020 via Zoom. Board members present: Helen Bilyeu, John Fisher and Vanessa Helmer. Sangeeta Bashi was unable to join for the first half hour but then joined the meeting at 7.00pm. 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 November minutes were reviewed. A motion was made to approve the November minutes, was seconded and passed.

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

Business: Revisions to 2021 budget discussed. A motion was made to approve the revisions, was seconded and passed.

Ms Dooley still not getting signed easements from residents along Morgan/Sorenson, but repairs to go ahead because work access is from street.

Huntington Park fence bids discussed and the Board decided to go with Pasadena Fence. A motion was made to approve the Pasadena Fence bid, was seconded and passed.

The Board reviewed the new landscaping scope of work and solicitation package. Ms Dooley to speak to Chris to clarify certain Master versus Section landscaping responsibilities. Ms Dooley has put deadline of December 14 for submission of bids.

Ms Dooley still following up on Huntington Park incident. Wall to be fixed next week.

Discussion about annual meeting. Invitation letter to be sent out with explanation of need for all votes to be in writing, as no floor nominations and no show of hands allowed. Couple of amendments to be made to letter.

Board asked Ms Dooley to contact Christmas decoration people about missing ornaments – namely giant presents that were part of original order.

General chat about annual meeting presentation and projects for next year, such as Southfield fence, plantings, trees, and one of first projects for 2021: sorting out and improving electrical issues at Southwyck Lake Park.

Ms Dooley to check if MUD finished with work at Northfork.

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

Vanessa Helmer, Secretary