

Southwyck Community Association
Minutes, Board of Directors Meeting
February 1, 2024

A regular meeting of the Southwyck Community Association Board of Directors was held on February 1, 2024, via videoconference. Board members present: Helen Bilyeu, John Fisher, Vanessa Helmer, and Rick Nelson. Residents: Kevin Shaw. Steve Charrin joined during discussion of plans for 2024. Others: Kathy Dooley of Community Management Solutions. A quorum was verified and the meeting called to order at 6.30 pm.

Election of Officers: The following slate of officers was elected by motion made, seconded, and passed: President, Vanessa Helmer. Vice President, Helen Bilyeu. Secretary, John Fisher. Treasurer, Rick Nelson.

Secretary's Report: The December meeting minutes were approved by motion made, seconded, and passed.

Treasurer's Report: The November and December financial reports were reviewed. After discussion, the decision was made to move funds in excess of a \$150,000 balance in prior year earnings to Reserves for Capital Improvements. The November financials were approved by motion made, seconded, and passed.

Business: *Annual Meeting Recap* – Ms. Dooley was asked to share information about in person vs. proxy voting. Ms. Dooley will also contact the attorney about a potential policy prohibiting someone from serving on both the Section and Master Boards. *Project Updates* – The work on freeze damaged plantings at the wall in the Lake Park is complete. Plant replacement is scheduled for March. The backflow cages have been replaced. The landscaper is unsure when they will be able to replenish the sand in the volleyball courts and sandbox due to crew availability. Boring for the electrical project at the park should begin mid to end of next week. It should take about 2 ½ weeks to complete. The landscape has already been notified to shut off the irrigation system. We are waiting on the bids for additional brick wall repairs.

Plans for 2024: Ms. Bilyeu discussed different ideas to encourage more homeowner participation, including surveys and educational material. She asked everyone to research a topic to be presented to homeowners. She's planning an event in the park May 4 and will solicit volunteers. The next All Boards meeting was discussed and the potential for sharing email addresses between the Master and Section HOAs. Ms. Dooley is to email the Sections about potential meeting dates in April, preferably either a Tuesday or Thursday.

The July meeting will be held on the 11th instead of the 4th. Mr. Shaw expressed his interest in the vacant Board position.

Members moved to Executive Session at 7:36 p.m. Board members approved 1 foreclosure and multiple requests from the attorney for permission to file suit for collections. Ms Dooley is to ask the attorney about post bankruptcy debt collection.

Upon return to regular session, a motion was made to appoint Kevin Shaw to the vacant Board position. The motion was seconded and passed.

There being no further business, the meeting was adjourned at 8:02 p.m.

Respectfully submitted,

Kathy Dooley, Recording Secretary