

**Southwyck Community Association
Minutes, Board of Directors Meeting
December 7, 2023**

A regular meeting of the Southwyck Community Association Board of Directors was held on December 7, 2023, via videoconference. Board members present: Helen Bilyeu, John Fisher, Vanessa Helmer, and Rick Nelson. Residents: Homer Franklin, and Caren Fisher,. Others: Kathy Dooley of Community Management Solutions. A quorum was verified and the meeting called to order at 6.30 pm.

Homeowner input: Mr. Frankling asked about the upcoming elections.

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

Treasurer's Report: The October financial reports were reviewed. After discussion, a motion to accept the October financials was made, seconded, and passed. The 2021 Audit Report was available, and Mr. Fisher stated that he would sign the audit. Ms. Bilyeu shared suggested budget amendments for 2024. A motion was made to approve the following changes – Lake chemicals will be \$16,000, Irrigation repair will be increased to \$17,000, and reserve funding will be reduced to \$115,137. The motion was seconded and passed.

Business: *Landscape Repairs* - The property survey shows that the wall by Section V at the Lake Park belongs to the Master Association. As a result, the plant material there is also Master responsibility. A motion was made to approve a proposal for \$3769.80 to remove the dead plants and a tree, and to trim tree limbs under the street light at Sorenson. The motion was seconded and passed. A motion was made to approve a proposal of \$24,461 for dead plant replacement through the community. The motion was seconded and passed. A proposal to replace the backflow cages at the Lake Park and Sunset Park for \$2400 was approved by motion made, seconded, and passed. The landscaper is dealing with the list of irrigation repair needs from WaterLogic.

Park Repairs – A proposal to install sand in the volleyball and play areas at the Lake Park for \$5700 was approved by motion made, seconded, and passed. A proposal to install additional electrical service in the park at a cost of \$29,840 was approved by motion made, seconded, and passed. The work will be scheduled after the first of the year.

Clubhouse - Board members reviewed additional clubhouse exterior design options. Ms. Bilyeu will send pictures and notes to Ms. Dooley to be shared with the architect.

Park Usage Policy – The revised policy was approved by motion made, seconded, and passed.

Annual Meeting – The meeting will be in person. Ms. Bilyeu will be sending out a revised PowerPoint presentation

Executive session: Board members reviewed a request for late fee waivers and the attorney status report. One account was approved for foreclosure, and waiver of late fees was approved for one account.

There being no further business, the meeting was adjourned at 7:45 p.m.

Respectfully submitted,

Kathy Dooley, Recording Secretary