**Canterbury Glen Homeowners Association**

*Meeting Minutes*

*May 20, 2019*

*7:00 PM*

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| **Attendees:** |  |
| Brett Meyers | *President* |
| James Rogers | *Vice President* |
| Steve Wells | *Treasurer* |
| Cindy Eckert | *Secretary* |
| Cameron Gillingham | *Member at Large* |
| Sina Taylor | *ACC Member* |
| Terri Waites | *ACC Member* |
| Denis Milford | *Resident* |

*\*action items indicated by* ***bold*** *font*

* Secretary Report approved, with revisions discussed, and accepted.
* Treasurers Report approved as read and accepted.
  + One homeowner paid outstanding 2019 dues.
  + Four homeowners with remaining outstanding 2019 dues. One had estoppel form submitted. Other three have been past due for previous years.
  + Cindy and Steve to send out reminder letters to past due homeowners.
  + Typical expenditures with liability insurance paid in March and pond inspection completed and paid in April. Pond inspections passed. Next inspection in five years.
  + Remaining funds in checking account as of April 31, 2019 are $8,745.88.
  + Reserve Pool Account has a balance of $34,002.19 as of April 31.
  + Check requests submitted and to be paid in May.
  + James - Website renewal and autopayment had issues. Does the Bank of America account have a debit card to use for autorenewal payment? Steve – we do have a debit card but have never used it. **Steve to activate debit card for use with community website payment.**
* ACC Report:
  + Walkthrough performed April 8, 2019. Letters were sent and many residents have been seen addressing issues noted. Follow-up walkthrough planned for June. The ACC plans to revise letter to note follow up in 60 days rather than 30 days and revise language to be less threatening.
  + During May the ACC has approved one fence, one paint color, window replacement, and roof cover replacement.
  + The ACC received an email from a resident regarding the ACC notification to remove the boat parked in the driveway permanently. Resident asked where in the by-laws that the boat is not allowed. The Board has language typically used for complaints about long-term vehicle parking, but is not aware of specific language in the by-laws.
  + There are several other vehicles that have not complied with the requested vehicle removal, i.e. food truck and campers. ACC requests advice from the Board on how to address the matter. The Board suggests sending another letter with language similar to that for the boat trailer, asking for the resident to comply due to complaints and to keep up the aesthetics of the community. The ACC can send draft language to the Board for review and comment prior to submittal to residents.
* Crime Watch Update:
  + No update.
* Social Committee:
  + Information of the July Fourth Parade to be announced.
* Old Business:
  + Front Wall Signage – The goal of the Board is to have a signed proposal by next Board meeting. **Cameron to check on possible companies and send quotes to Board for review.**
  + Front Wall Landscaping – New plants and soil installed. Mulch to be installed soon.
  + Stormwater Ponds Certification – discussed above.
* New Business:
  + Discuss Board Member Positions – Brett to remain president for this year. James to be moved to the Vice President position. Cameron to hold the Member at Large position. Steve to remain Treasurer. Cindy to remain Secretary.
  + ACC Walkaround – discussed above.
* Open Discussion
* Next meeting – July 8, 2019 at 7:00 p.m. (Has since been rescheduled to July 29)
* Meeting adjourned at 7:59 p.m.