

Southwyck Community Association
Minutes, Board of Directors Meeting
October 5, 2023

A regular meeting of the Southwyck Community Association Board of Directors was held on October 5, 2023, via videoconference. Board members present: Helen Bilyeu, John Fisher, Vanessa Helmer, and Rick Nelson. Residents: Scott Feuleless, Raquel Bell-Ware, Cathie Tydelski, Anita Robinson, and Arnell Cook. Others: Kathy Dooley of Community Management Solutions. A quorum was verified and the meeting called to order at 6.30 pm.

Homeowner input: Mr. Feuleless reported that Section IV has completed a reserve study and notes that there are some major repairs on the horizon. They have approached the MUD for help with some of the playground expenses. Ms. Cook asked about enforcement of parking in yards in Southfield Village. Mr. Feuleless gave her contact information for Section IV>

Secretary's Report: The August and September Board meeting minutes were tabled.

Treasurer's Report: The August financial reports were reviewed. After discussion, a motion to accept the August financials was made, seconded, and passed. Ms. Dooley presented a draft budget for 2024. No action was taken

Business: *Project/Repair Updates* - The broken chain ladder at the playground has been repaired and the brick wall inspection has been moved to Monday due to weather.

Park Usage Policy – Board members discussed the need for revisions to the park usage policy. A deposit will be requested for larger groups. For activities with 30-49 participants the deposit will be \$100. For 50-99 participants, the deposit will be \$200. For 100 and over, the deposit will be \$500. A motion was made to amend the policy as referenced, was seconded and passed.

Collection Policy - Board members discussed additional changes to the collection policy to help the Sections with DRV legal fee recovery when the homeowner doesn't meet the current policy of assessment delinquency for two cycles in order to go to legal for collection action. The decision was made to add an additional criteria of 1 assessment cycle combined with DRV legal fees in order to qualify for collection action. DRV only debts will be handled on a case-by-case basis. The certified letter deadline will be 90 days. Ms. Dooley will contact the attorney about incorporating the revision into the collection policy.

All Board Meeting -Ms. Bilyeu reviewed a list of topics for the meeting. Ms. Tydelski suggested an update on clubhouse plans as a topic.

Annual Meeting – Board members reviewed the postcard and meeting notice from the last Annual Meeting.

Sidewalk Repair – Sidewalks are on the 2024 project list. Mr. Nelson discussed the impact of the water line leaks to sidewalks along Morgan Road. He is going to try to get the MUD to help with sidewalk repairs. Ms. Dooley will provide him with contact info for Bernie Scarey.

Executive session: A late fee waiver was approved and an extension granted for receipt of payment prior to legal action. Management services were discussed.

There being no further business, the meeting was adjourned at 8:00 p.m.

Respectfully submitted,

Kathy Dooley, Recording Secretary