

HOA Board Meeting Minutes

May 17, 2023

Call to order/Roll Call @ 3:00 pm

- Board Members present: Melissa Boyle, Andrew Hinton, Phyllis Moy, Eve Simpson
- Other residents in attendance: none
- Motion to accept April 13, 2023, minutes made by Eve, second by Andrew

Officer Reports

1. President: Phyllis Moy

- a. Continuing to get quotes for fence staining and repair. Issue is water for pressure washing. Eve and Andrew to check with neighbors if HOA reimburses, would they allow company to use residents' water.
- b. Trees cut down by Tallant Farms resident on OL property. Phyllis suggested getting additional signs to boon line like current signs. Motion made by Melissa, seconded by Eve.
- c. Resident noticed people at the pool at 10:30 and suggested getting flood lights for the parking lot.

2. Vice President: Judy Williams

- a. No updates

3. Treasurer: Eve Simpson

- a. Debt collection guidelines. Phyllis said she would like PMI to send out collection letters and not ask for our authorization. Members concurred so Phyllis will notify Kandice.

4. Secretary: Melissa Boyle

- a. No updates

Committee Reports

1. Architectural Review Committee (ARC) – Eve Simpson

- a. Eve and Judy have submitted form changes to Kandice. Eve asked others to check the posted form on PMI's website to see if there are other changes that need to be made.
- b. Melissa stated she noticed OL ARC form is still on the Orchard Lake website. She suggested taking down the form and put another link to PMI form in it's place.
- c. Melissa asked if our ARC document had been updated with the new changes. Eve said no so Melissa will review and have the changes ready for the next meeting. She also will check what document states about mulch since several violations were submitted by PMI.

2. Safety & Security Committee (SSC) – no committee chair

- a. Suggestion was made by Phyllis to put a light to illuminate the pool parking lot. Seconded by Melissa.

3. Pool/Clubhouse Committee (PCC) – Michelle McHugh and Julie Kijowski

- a. Mike Britt is stepping down and Michelle and Julie will co-chair
- b. Phyllis would like to post "No Smoking" signs. Motion made by Andrew, seconded by Eve.
- c. The doorknob for the restroom needs to be replaced. The knob will be changed so it will not lock when it is slammed against the wall. Suggestion was made it not include a deadbolt so that can't be used to prop the door open.
- d. Several chaises are broken. Phyllis is checking with several vendors on how to repair or do we replace.

4. Beautification/Landscaping Committee (BLC) – Dean Mills

- a. Workday was a success
- b. Wood chips on path from circle to lake – Andrew has spoken to a couple of trucking companies who have agreed to dump some chips on our path. Since none have responded, will get free chips from

Recycle center by using resident pickup trucks then sending out an announcement to help spread the mulch.

- c. Melissa asked if a Yard of the Month had been selected. Dean has submitted two for the board to look at before the weekend and vote.
- d. Melissa also asked if we could put "Be a Good Neighbor and pick up after your dog" signs she found on Amazon. Members concurred to purchase the signs and put them up.

5. Social Committee –Andrew Hinton and Suzanne Roche

- a. Upcoming events: Spring/Summer
 - i. May 20: Pool opening party; there will be hot dogs, chips, cookies and water. Since weather looks iffy, may move to the next weekend and celebrate school being out.
 - ii. August 3: Back to school

Old Business

1. Newsletter had a great response.
2. 4465 Orchard Lake Dr. has paid back fines.
3. Andrew power washed pool deck, chairs, and parking lot with Junior Roche. Looks good!!

New Business

1. PMI has issued letters about faded mulch/pinestraw and sending violation letters to the wrong residents. Should we look for another company. Also having issues in timing to response to questions and then doing things not suppose to do. It was decided to stay with PMI for the time being but to track our issues.
2. Next newsletter – in July to include new residents and Dean's suggestions about mulch and pinestraw.

Announcements/Remarks

- Next board meeting scheduled for Thursday, June 15, 2023
- Motion to adjourn made by Melissa, second by Andrew, motion carried
- Adjourned at 3:43 pm

Action Items

- **All members:**
 - Check YOM nominees before May 20 and let Phyllis know
- **Phyllis with Kandice for the following:**
 - PMI to send out collection letters without Board authorization
 - AT&T Wi-Fi status at the clubhouse
 - Lease report and tenant info
 - 2 more quotes for fence repair/stain; check with companies to see if should do both sides
- **Phyllis**
 - Check with landscaper about replacing trees out front
 - Continue to get quotes for fence staining and repair
- **Eve**
 - Check with Sherwin Williams if have OL colors like other HOAs
 - Get with Judy about authorization for gmail address access for Melissa
- **Andrew**
 - Follow up with tree companies about mulch and timeframe
 - Power wash pool deck before May 14 opening
- **Melissa**

- Contact David Boring to take down OL ARC form from OL website
- Check ARC document to update changes to PMI website and mulch “requirements”