

Minutes for Board Meeting May 25, 2019

Meeting attendees: Paul Zimmerman, Eileen Williams, Craig and Kim Ashcroft, John and Debbie Sabell

Meeting start time: 3:00pm end time: 4:00pm

- 1) Introduction of Craig Ashcroft; volunteered at second POA meeting to join board as replacement for Eileen. Vote of present board members constituting a quorum of members unanimous to accept Craig on the board. Review of SFPOA Binders 1 and 2. President received and retained binders and small box of banking files. President and new Treasurer to review documents and budget at a date to be determined. President to make DORA payment prior to July.
- 2) Eileen Leaving.
- 3) Second Invoice mailing; board discussed and agreed on Second invoice mailing line items and dates as follows.
 - a. No late assessment if paid by June 30.
 - i. July Final Notice plus \$25 late fee.
 - b. Anyone with 2 plus years file with small claims after June 30.
 - i. Must be Paid in Full by June 30th.
 - ii. No 3rd Invoice.
 - iii. Must contact board for payment plan to avoid court.
- 4) Newsletter; board discussed and agreed on Newsletter Second mailing line items and dates as follows.
 - a. Upcoming Homeowner Meeting; dates to be determined by homeowner card reply.
 - b. Garage sale; dates to be determined by homeowner card reply.

- c. New signs; confirmed costs of 3,300 less warranty as approved at homeowners meeting. Installation to be completed by end of July.
- d. Mowing Contract; board discussed and agreed on Mowing contract with same company and costs as last year.
- e. Self addressed card for BBQ/Meeting; board discussed and agreed on Self addressed card line items and dates as follows.
 - i. Choice of two dates for Home Owner Meeting/BBQ 20th/27th July.
 - ii. Number attending.
 - iii. Choice of two dates for Garage Sale – 3rd/10th Aug.
 - 1. Possible 2nd if we have commitments from owners.
- f. Speeding again; board discussed and agreed on separate actions and tabled item at this time.
- g. Fence; board discussed and agreed on actions taken to fix fence and to use capital improvement funds for further repairs as needed.
- h. Opening on Architectural Committee; Kim will consider volunteering for ACC and give answer at a date to be determined.

5) Open Forum.

Notes: Eileen will contact President to receive SFPOA file cabinet before moving.