

Glenmoor HOA Quarterly Meeting Minutes

Approved 11/16/19

Date: October 15, 2019 Time: 7pm to 9pm Location: 901 Manolia Drive

Present:

Darlene & Jeff Carrao, Wes & Claudette Black, Patty Fasano, Mary DeHaan, Laura Kretzinger
Sheila Summaria

1. Call to Order - President called the meeting to order at 7:10
2. New Issues (Open to all members, 5 minute limit) - no neighbors in attendance
3. Officer Reports
 - a. President's / Vice-President's Report (Claudette)
 - i. Meeting opened with review of landscaping and homeowner issues that were handled by the team; president requested that key issues affecting homeowners should be discussed with the entire team in order to provide transparency, and to avoid any misunderstanding during the decision making process. All agreed that the board members have the final decision.
 - b. Secretary's Report (Sheila)
 - i. Team agreed to an HOA email to make neighbors aware of the upcoming quarterly meetings 30 days in advance. A reminder should be sent one week prior to the meeting in order to increase visibility and homeowner attendance. (Wes to send)
 - ii. Updated contact spreadsheet was sent to the team based on the annual due slips that were returned. (Sheila to re-send to Wes)
 - c. Treasurer's Report (Wes) - statements provided in advance; discussion went to dues (see below)
 - i. Monthly Financial Statement
 - ii. Year to date Financial Statement
4. Committee Reports
 - a. Website Committee (Sheila)
 - i. Website is receiving a minor facelift to update and reorganize the information.
 - b. Newsletter Committee (Mary)

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- i. All agreed Patty is the primary reviewer and approver with Mary to update and revise the newsletter; too many reviewers made it difficult to produce a final version but will be sent to all prior to distribution.
 - ii. Newsletter frequency once a quarter - next one due out in November.
 - iii. Content discussed for the next newsletter:
 - I. note about yard refuse free pick up until December 1
 - II. interest for x-mas party
- c. Welcome Committee (Lorelei - not available to attend)
 - i. Activity report - no update
 - ii. Neighborhood watch update - no update
- d. Xmas Party Committee (Claudette)
 - i. Planning Status - Claudette will reach out to Lou Malnati's again this year for December and January date availability; will be in newsletter to gain interest
- e. Architectural Committee (BoDs)
 - i. What's new? - unaware of any requests ; **Jeff P, please advise if there are any outstanding requests**
- f. Landscape Committee (Jeff C.)
 - i. Removed two trees between two homes bordering Haeger's Bend common area
 - ii. Seeking approval from finance and president on new 6' tree behind Kretzinger's house on common side of fence prior to winter
 - iii. Jeff will advise the Hahns that the limbs impacting the fence behind their home needs to come down to avoid further fence damage.
 - I. Update since the meeting by the president: after further conversation, neighbors agree three limbs hanging over the fence will be cut, one will remain that is still above the fence and Dave H will cut the limbs on his side of the fence.
 - II. It was agreed that neighbors can trim trees hanging over into their yards from the common areas.
- g. Finance Committee (Wes)
 - i. Dues – Payment status - two outstanding dues collections :

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- I. 1241 Redwood in foreclosure - will advise the bank of the outstanding dues
- II. 2211 Crabtree - no response to 8/31 email re: dues payment; additional fees have been applied without response
- ii. Monthly Financial Visibility

***** Adjournment for general neighbors*****
(none in session)

5. Executive Session

a. Community Violations

- i. 2211 Crabtree property commitments have not been met as of the 9/15 date; follow up communication, based on the agreement, will be drafted by Patty Fasano and circulated for feedback. Update: The approved document will be sent to the above mentioned homeowner via email (Glenmoorhoa6@gmail.com)

- b. Team discussed the need for updates if anyone is unable to make the meeting; prior commitments may prevent a member from attending the meeting. If a member is unable to attend, a brief note should be sent in advance, advising the team of any information that should be included in the current minutes. This will provide visibility and transparency for the team, as well as to our neighbors.
(All)

- i. Lorelei - appreciate any updates to the Welcome Committee activity reports for new neighbor welcomes or neighborhood watch to be included in the minutes
- ii. Jeff - BoDs in attendance did not have updates on any pending architectural requests - please forward if you are aware of any to be included in the minutes.

Update since the meeting on 10/15: Longstanding board member, Darlene Carrao stepped down from her position; we thank her for all of her passion and contributions throughout her tenure. As alternate, Laura Kretzinger will step into the role of Board of Director to complement Patty Fasano and Jeff Petrin.