

MINUTES OF THE CHHA BOARD OF DIRECTOR'S MEETING

June 4, 2020

CALL TO ORDER: Jeri Sunisloe, interim President, called the meeting to order at 7:03 p.m. at Paul Revere Park

PRESENT: Lynn McCormick, Jeri Sunisloe, Angela Smith, Scott Burek, Yvonne Emery, Josh Scripko, Mike Luttrell, Dennis Blanchard

ABSENT: Chris Swickard (arrived just before the meeting ended), Rick Benoit

GUESTS: Sandy Derico

MINUTES: Mike made a motion to accept the May7th minutes. Scott seconded. The motion passed.

CORRESPONDENCE TO/FROM THE ASSOCIATION: Nothing to note.

HOMEOWNER CONCERNS: Sandy reported that there is a tree that broke off and is suspended by other trees over one of the pathways in the woods leading into Hanridge Park. Lynn will assign it to Art's Tree Service to remove.

TREASURER REPORT: As of 5/31/2020, there was \$73,441.75 in the general fund; \$13,263.95 in the snowplow fund and \$79.49 in Petty Cash. Scott motioned to accept the Treasurer's Report and Dennis seconded the motion – motion passed.

PARK MAINTENANCE & COMMON AREAS:

- There is a weld broken on the commercial picnic table in Paul Revere Park that needs to be repaired. If it cannot be repaired, the table will be removed. It was noted that if the table in Hanridge is not repairable, it will need to be removed as well.
- Lynn will open a work order for Oakley to trim back the pathways through the woods leading to Hanridge Park. Sandy asked if they would be able to remove or blow off the leaves and moss that cover some of the paths-we will ask.
- The tables and some of the play equipment throughout the parks need to be powerwashed but we have no source of water. Lynn will look into a mobile powerwashing company that may have access to a water truck.

OLD BUSINESS:

- 2020 Assessments Status –Lynn noted that we have about 54/987 homeowners who still have not paid annual dues. We have extended the time to pay until June 29th. Yvonne had sent them all reminder letters. If they do not pay by then, late fees of \$45 will be incurred and they will get a certified letter before going to collection.
- Replacement of Administrative Assistant – Lynn provided the McCormick Community Management contract for the board members to sign: this was approved at the May meeting with the anticipated start date of June 1st. Lynn will begin as the manager for Carriage Hills beginning today. She and Jeri will meet with Yvonne to transition the work, phone, computer and all materials belonging to the association. Lynn will take possession of the Carriage Hills belongings and will assume all administrative roles that Yvonne was handling as soon as the meeting takes place. Lynn will act as secretary until the next annual meeting.
- A new board member to fill the seat will not be sought because of how close to the September annual meeting we are. The board will wait a little while longer before making a decision on what to do about the fact that we do not have a space to hold the annual meeting. It was mentioned that perhaps we could hold it in Leeann Park using tents, tables and chairs.
- Lynn will post the garage sale signs and advertise it online with O&E newspaper. The Fall Garage Sale is slated for Aug 20, 21, 22nd. That will be advertised in O&E as well in the newspaper and online.
- Recap concerning Ice Cream Social: We are keeping the Ice Cream Social Date (July 18th) Notice will appear in the Summer Newsletter as normal – Lynn will purchase the ice cream bars

and dry ice; Yvonne will contact the tent company for rental of the tent, tables & chairs. Ice Cream Social will be held in Leeann Park. Board Volunteers will be needed to help with set-up and distributing ice cream. We will also need to have gloves, sanitizing wipes, etc. on hand for people distributing ice cream. It was noted that late fees income is used to cover cost of this event. In the past the Board has kept pretty good track of the cost of putting on this event, so there is little overage in ice cream.

NEW BUSINESS:

- Lynn finished the early summer newsletter and will get it ready to send out on her own or with Jeri's help in lieu of the normal "sticker party" that we used to hold as a group– it will be emailed to the board for final review before printing at Greko Printing.
- Lynn will ask Deerwood Construction for a snow removal proposal for the community in light of the unhappiness with Serene Landscape Group this winter. We still have the last bill in dispute hoping that they will agree to take some of the cost off since they know that they didn't do a very good job.

MOTION TO ADJOURN: Motion to adjourn meeting was given by Chris, seconded by Angela. Meeting was adjourned at 7:50 p.m.

NEXT MEETING: The next Board meeting will be held on July 9, 2020 at 7:00pm at Leeann Park. In the event of rain or other conditions precluding us meeting in person, a virtual meeting can be scheduled.

Respectfully submitted,

Lynn McCormick
Community Association Manager