

Churchill Village South Homeowners Association
Board of Directors Meeting
January 8, 2020

The Board of Directors of Churchill Village Homeowners Association held a Board of Directors Meeting at the CVS Community Center on Wednesday, January 8, 2020 at 7:30 p.m.

Board Members Present:

Jim Ganz, President
Kathie Matthews, Secretary
Patricia Jones-Butler, Director

Also Present:

Craig Wilson, Vanguard Management
Alan Van Grack, Community Manager
Ruth Ann Allen, Recording Secretary

Board Member Absent:

Aaron Skolnik, Treasurer
Holly Williams, Director

A. CALL TO ORDER

The January Board of Directors Meeting was called to order by Jim Ganz at 7:34 p.m.

B. BOARD APPOINTMENT

MOTION: (Jim/Patricia) Appoint Craig Wilson as a temporary Board member for the Board of Directors Meeting of January 8, 2020.

Vote: Motion Passed – 3 ayes/0 nays/1 abstention (Craig)

C. MINUTES

1. October 9, 2019 Board of Directors Meeting Minutes and Closed Meeting Minutes

MOTION: (Kathie/Jim) Accept the Board of Directors Meeting Minutes and the Closed Meeting Minutes of October 9, 2019 as presented.

Vote: Motion Passed – 3 ayes/0 nays/1 abstention (Craig)

D. MANAGEMENT REPORT

1. Tree Removal Behind 19920 Lake Park Drive

Management provided the Board with a proposal from Ruppert Landscape for tree removal behind 19920 Lake Park Drive along with removal of all debris from the site, with a total price of \$2,314.29.

MOTION: (Jim/Kathie) Accept the proposal from Ruppert Landscape to remove the tree and stump behind 19920 Lake Park Drive in the amount of \$2,314.29.

Vote: Motion Passed – 3 ayes/0 nays/1 abstention (Craig)

2. Tree Removal in Front of 20130 Larkspur Court

Management provided the Board with a proposal from Lawn Systems to remove the dead Willow Tree in front of 20130 Larkspur Court and flush cut the stump as low to the ground as possible, with a total price of \$1,000.00.

MOTION: (Jim/Patricia) Approve the proposal from Lawn Systems for removal of the tree and flush cut the stump in front of 20130 Larkspur Court in the amount of \$1,000.00.

Vote: Motion Passed – 3 ayes/0 nays/1 abstention (Craig)

3. Mailbox Pad Replacement - by 19701 Teakwood Circle

Management reported that upon inspection of common grounds, it was noted that the concrete pad for the mailbox located near 19701 Teakwood Circle was sinking and therefore causing the mailbox to lean. The repair of the concrete pad is the responsibility of the Association. The legs to the mailbox are so rusted that they will need to be cut to remove them.

Management provided the Board with a contract estimate from Gardener's General Contractor to replace the concrete pad and provide new legs for the mailbox in the amount of \$2,400.00.

MOTION: (Kathie/Jim) Accept the Gardener's General Contractor proposal for mailbox pad replacement (to include seeding and straw) and installation of two (2) new mailbox legs near 19701 Teakwood Circle not to exceed \$2,400.00.

Vote: Motion Passed – 3 ayes/0 nays/1 abstention (Craig)

4. Electronic Pool Passes

Management provided the Board with a proposal from Innovation Aquatic Solutions, LLC for the CellBadge electronic pool pass software. Vanguard Management is willing to process the online registrations on an initial one-year trial within Vanguard's current pool pass administrative cost structure to "beta-test" the software for CVS. CellBadge is a Cloud-based system which will be maintained by Vanguard Management.

MOTION: (Jim/Kathie) Accept the proposal from Innovation Aquatic Solutions, LLC for the Cellbadge System for electronic pool passes beginning February 1, 2020.

Vote: Motion Passed – 3 ayes/0 nays/1 abstention (Craig)

5. Website Proposal

Management provided the Board with a proposal for website service provided by Vanguard Management through Association Voice. The cost for the basic website creation is a one-time fee of \$750.00 which includes website hosting. In the future, there will be additional fees for website maintenance and additional services

MOTION: (Jim/Patricia) Authorize Management to spend up to \$750.00 to develop the new CVS website for view and beta testing by members of the Board.

Vote: Motion Passed – 3 ayes/0 nays/1 abstention (Craig)

6. Tree Work – Willow Cove

Management reported that in a walkthrough of Willow Cove Manor, several trees on CVS property that are in need of maintenance were identified. Management provided the Board with a proposal from Lawn Systems for the tree work at a cost of \$2,745.00.

MOTION: (Jim/Kathie) Accept the proposal from Lawn Systems to do the tree work at a cost not to exceed \$2,745.00.

Vote: Motion Passed – 3 ayes/0 nays/1 abstention (Craig)

E. NEW BUSINESS

1. Vehicle Disturbances

Management reported that they received notification from a resident of a neighbor placing a false warning on the car window and a second (2nd) incident of the vehicle being painted and another notice being left on the car.

Management informed the owner that this is not a matter for the Association, but a matter for the police to handle and the resident subsequently did contact the police.

Board members noted their concerns that this type of activity was occurring in CVS and discussed ways to promote wellbeing between neighbors.

The Board discussed creating a “Mission and Vision statement” for the community that would be sent to all homeowners/residents. It was also suggested having a meet and greet event for to promote community.

Management will send out an initial letter to homeowners that CVS is a welcoming and accepting community; the letter will also include a notice to watch for an invitation for an upcoming community event.

2. Stump on Lake Park Drive

Kathie Matthews noted that a stump on the left side upon entering Lake Park Drive needs to be taken care of.

3. Landscaping By 20010-20014 Lake Park Drive

Kathie Matthews noted that two (2) areas by 20010-20014 Lake Park Drive need landscaping attention as the areas are dirt and mud. Management will ask Ruppert Landscape to look at these areas and provide suggestions for landscaping.

F. ADJOURNMENT OF BOARD MEETING INTO CLOSED MEETING

MOTION: (Jim/Kathie) Adjourn the Board of Directors Meeting into Closed Meeting at 8:35 p.m.

Vote: Motion Passed – 3 ayes/0 nays/1 abstention (Craig)

G. RESULTS OF THE CLOSED MEETING

The Board discussed several issues regarding delinquent accounts and followed up on a dispute between homeowners.

H. ADJOURNMENT OF THE CLOSED MEETING

MOTION: (Jim/Patricia) Adjourn the Closed Meeting at 8:54 p.m.

Vote: Motion Passed – Unanimous