

## 2022 Third Quarter Cumberland Trace HOA Board of Directors Meeting Minutes

- Call to order by Pete on July 14, 2022 at 6:30pm & accepted by BOD.
- All four current directors and the new BOD prospect were in attendance.
- The property manager was not present or excused by the directors.
- The posted Agenda was not approved by all directors due to missing information and unfinished old business items being listed as new business items, but it was followed as a matter of procedure.
- Approval of the second quarter minutes was not done. The property manager did not provide a completed list. Corrections and full content were emailed by directors prior to the meeting.
- Printed financials report was handed out, details were read by Alex, and was accepted by all directors with a notation that questions can be discussed with Ameri-tech at the upcoming budget meeting since they were not represented at this meeting.
- Old business read and discussed.
  - New patio furniture order update was provided by Jill.
  - Terry will coordinate with Patrick to remove the old patio furniture in advance of delivery.
  - Brian's resignation as a director was accepted by all directors.
- New Business read and discussed.
  - Unanimous vote of the directors to accept Rob as our fifth BOD.
  - Subterranean termite quote was accepted by the directors for Green Environmental Services to begin work this week. (Old business)
  - The east outside property wall cleaning & painting project was completed by Patrick. (Old business)
  - The pavement sealcoat project was completed. (Old business)
  - The palm tree trimming project is underway & will be completed soon. (Old business)
  - Unanimous vote of the directors for Pete to request and immediately implement duck removal strategies from our pool service company.
  - The gutter cleaning project is scheduled to begin soon by Patrick. Pete took the names of several owners in attendance that need to be added to his list of affected gutters. (Old business)
  - There was a fallen tree by the pond that was removed by Baycut at Pete's request.
  - Unanimous vote of the directors to have Ameri-tech create & post an annual property maintenance schedule of work to be done routinely.
  - Unanimous vote of the directors for Jill to request quotes from property management companies and to proceed with setting up interviews/presentations to take place in the fourth quarter.
  - Unanimous vote of the directors to begin updating our rules & bylaws when we start with the new property management company in 2023 using off-site voting means.

- Unanimous vote of the directors to review an updated list of HOA fee delinquencies and for all actionable accounts to be dealt with immediately by Ameri-tech.
- Discussion of the directors to request clarification on our water bill process and the possibility of leaving Think Utilities.
- Unanimous vote of the directors to request multiple quotes for tree trimming services to be done for the entire property to be presented in multiphase pricing by priority.
- The pool curbing repair project that was put on hold will be added to Patrick's schedule when possible. (Old business)
- Unanimous vote of the directors to purchase solar powered lights for all five dog waste stations. Rob offered to purchase online and install. (Old business)
- There was a fallen tree by the pond that was removed by Baycut at Pete's request.
- Call to adjourn by Pete at 7:12pm & accepted by BOD.