

**SUMMERFIELD COMMUNITY ASSOCIATION, INC.  
BOARD OF DIRECTORS' MEETING**

**October 2, 2018**

**Directors:**

Miguel Soares, President  
John Willbanks, Vice president  
Charles Middleton, Treasurer - Secretary  
Lacey Lukasiewicz, Director  
Norma Baker, Director  
Larry Edwards, Director  
Jim McCaffrey, Director

**Parcel Chairpersons:**

Parcel #1 – Arbors I: Casey Killion –Letran (not present)  
Parcel #1 – Arbors II: John Willbanks  
Parcel #2 Jim Morgan (not present)  
Parcel #3 Charles Middleton  
Parcel #4 Vacant  
Parcel #5 Bill Keates  
Parcel #6 Merle Wright (not present)

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**MINUTES**

- 1.0 **CALL TO ORDER:** President Miguel Soares called the meeting at 6:03 pm.
- 2.0 **APPROVAL OF MINUTES:** Approval of the minutes for the Board of Directors' meeting of September 5, 2018 was MOTIONED by Charles Middleton and SECONDED by Lacey Lukasiewicz. MINUTES APPROVED.
- 3.0 **APPROVAL OF FINANCIAL STATEMENTS:** Accountant Marty Anderson went over the financial statements ending September 30, 2018. Marty stated that the October billing had been mailed, which will increase next month's balance significantly. He also pointed out that the non-contract grounds maintenance was higher than normal due to the new fence installation. Miguel Soares asked for Marty to provide a comparison of the financials in the same month for the previous year, and Marty agreed to add that to the financials going forward. The largest expense still remained to be grounds work, followed by utilities, payroll expenses, and pools. A MOTION to approve the financial statements was made by Charles Middleton, and SECONDED by Lacey Lukasiewicz.
  - 3.1 **Treasurer's Report:** Charles Middleton reported that the two CD's held by the HOA were coming due at the end of October, one on the 27<sup>th</sup> and one on the 28<sup>th</sup>. The CD's will have a ten day grace period beginning at their maturity dates, in which they can

be renegotiated.

#### 4.0 **COMMITTEE REPORTS:**

##### 4.1 Parcel Reports:

###### Parcel 1:

Casey Killion – Letran was absent and did not give a report.

###### Parcel 1 Arbors II:

John Willbanks reported that the canal on Day Lilly had been cleaned out by the grounds men.

###### Parcel 2:

Jim Morgan was absent and reported no new issues.

###### Parcel 3:

Charles Middleton reported an ongoing issue with a fence at 11913 Brandt Ct in which the property owner has not responded to letters from the office. This home has been sent two letters, manager will forward to legal.

###### Parcel 4:

Parcel Chair vacant.

###### Parcel 5:

Bill Keates suggested to follow up with Oklahoma Natural Gas regarding dirt cleanup at the homes where their work was completed.

###### Parcel 6:

Merle Wright was absent and did not submit a report.

**4.2 Landscape Planning:** Lacey Lukasiewicz reported working on gathering quotes for Cliff Rose pool repairs, and Lacey also asked about the cost of the original cabana work. Manager will look through old invoices to get this quote for a comparison. In addition, Lacey suggested writing a memo for Parcel Chairs as a reminder of what they should be reporting.

**4.3 Architectural Review Board:** Miguel Soares reported the ARB currently being busy, with a main issue being a request on Hemlock Ln for new paint that is not the standard brown for the area. This ARB has called attention to the need for upgrades and modern paint colors in Parcel 2, but was denied until further discussion by the ARB for future plans for the townhomes.

**4.4 Website:** Charles Middleton reported everything to be fine on social media, with Facebook and Nextdoor remaining fairly quiet. Charles also posted the October newsletter to the website.

**4.5 Manager's Report.** Written report submitted. Miguel Soares commented on following up with the dumpster situation at SoccerCity, and suggested trying a six-month agreement with them in sharing their dumpster for an extra weekly pickup costing the HOA \$110/month. John Willbanks made a MOTION to approve this agreement, SECONDED by Lacey Lukasiewicz. Dumpster agreement APPROVED. It was also suggested to

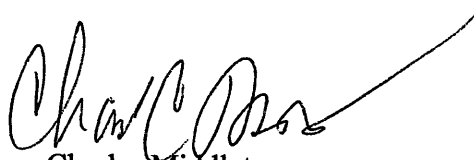
invite Srgt Skalla to speak at the next Homeowners' Meeting in November, manager will contact him.

**5.0 OLD BUSINESS:** None.

**6.0 NEW BUSINESS:**

**6.1** Lacey Lukasiewicz and manager will continue to gather bids for repairs needed at the common mailboxes, pools, completion of the NW 122<sup>nd</sup> HOA fence, and a south entrance neighborhood sign. Decisions will then be made after proposals are given for all.

**ADJOURN:** Miguel Soares MOTIONED to adjourn at 7:20, SECONDED by Charles Middleton. Meeting ADJOURNED.



Charles Middleton  
Secretary - Treasurer