

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

March 5, 2019

Directors:

Miguel Soares, President
John Willbanks, Vice president
Charles Middleton, Treasurer - Secretary
Lacey Lukasiewicz, Director
Norma Baker, Director (not present)
Larry Edwards, Director (not present)

Parcel Chairpersons:

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

MINUTES

- 1.0 **CALL TO ORDER:** President Miguel Soares called the meeting at 6 pm.
- 2.0 **APPROVAL OF MINUTES:** Approval of the minutes for the Board of Directors' meeting of February 5, 2019 was MOTIONED by John Willbanks and SECONDED by Charles Middleton. MINUTES APPROVED.
- 3.0 **APPROVAL OF FINANCIAL STATEMENTS:** Accountant Marty Anderson was absent, so Charles Middleton reviewed the February financials for the Board. Charles explained the cash increase from this time last year in net accounts receivable, a large part being due to street repairs done last year. There is a recurring question regarding the difference in pool expenses compared to last year, manager will have Marty look into this further. The miscellaneous expense category was asked to be clarified by Marty, and Charles explained the bad debts category. HOA dues increase came up in the discussion of cash position, since it has been several years since dues were increased. The Board may consider this in the next fiscal year. A MOTION to approve the financials was made by Charles Middleton, and SECONDED by Lacey Lukasiewicz. Financials APPROVED.
 - 3.1 **Treasurer's Report:** No report.
- 4.0 **COMMITTEE REPORTS:**

4.1 Parcel Reports:

Parcel 1:

Casey Killion – Letran was absent and did not give a new report for the meeting.

Parcel 1 Arbors II:

John Willbanks submitted a report stating the curb on Foxglove Ln had been fixed by the City, however with concrete, not pavement. Also reported were some weed signs starting to pop up in yards.

Parcel 2:

Jim Morgan submitted a report of a tarp on a roof at Banyan Ln, and shingles in disrepair on a roof on Hemlock Ln.

Parcel 3:

Charles Middleton submitted a report of a satellite dish installed at the front of a house without ARB approval.

Parcel 4:

Parcel Chair vacant.

Parcel 5:

Bill Keates previously submitted a report of fences needing repair on the east side of Pony Rd.

Parcel 6:

Merle Wright was absent and did not submit a report.

4.2 Landscape Planning: Lacey Lukasiewicz reported cancelling the crepe myrtle trimming service that the lawn crew does every year late winter. It was also brought to attention that bagworms were noticed on the trees on the SW corner of Old Farm Rd and Pony Rd.

4.3 Architectural Review Board: Miguel Soares reported that Lacey Lukasiewicz had stepped down from the ARB to focus on landscaping, and that one extra member would be ideal.

4.4 Website: Charles Middleton reported adding the new ARB Guidelines for Parcel 2 and the updated Roofing Guidelines to the website. Charles also made a social media post stating that residents could find these documents on the website.

4.5 Manager's Report. Written report submitted. Miguel Soares asked to remind the grounds men (Joe and Gary) to be more active in looking for situations around the neighborhood such as roofs going up, fences down, architectural changes being made, etc. Manager offered to update the job description for the grounds crew to include these tasks.

5.0 **OLD BUSINESS:** None.

6.0 **NEW BUSINESS:**

6.1 Board consideration of Signature Landscape planting flowers like they did last spring

season at the entrances, Meridian median, a few other flower beds through the neighborhood. No objections, approved by the Board. Miguel Soares suggested asking for the same price as was quoted last year, if it already isn't.

6.2 Board consideration of the Cliff Rose pool repair estimate from Blue Wave. Due to the high cost and not having any other contractor bids, the Board decided to TABLE this item. Miguel Soares suggested to collect another bid and have a Special Meeting next Tuesday March 12th at 6 p.m. at the office to revisit the pool repairs.

ADJOURN: A call to adjourn at 7:52 was MOTIONED by John Willbanks, and SECONDED by Lacey Lukasiewicz. Meeting ADJOURNED.

A handwritten signature in black ink, appearing to read "Charles Middleton". The signature is fluid and cursive, with a large initial "C" and "M".

Charles Middleton
Secretary - Treasurer