

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

May 5, 2020

Board Meeting held via Zoom

Directors:

Miguel Soares, President
John Willbanks, Vice President
Larry Edwards, Treasurer - Secretary
Nakita Roberts, Director
Cindy McCollough, Director
Terry Tietsort, Director (not present)

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 Amber Soares (not present)
Parcel #4 Larry Edwards
Parcel #5 Bill Keates (not present)
Parcel #6 Vacant

MINUTES

- 1.0 **CALL TO ORDER:** President Miguel Soares called the meeting to order at 6:03 p.m.
- 2.0 **APPROVAL OF MINUTES:** Approval of the minutes for the Board of Directors' meeting of April 7, 2020 was MOTIONED by Cindy McCollough and SECONDED by Larry Edwards. April 2020 MINUTES APPROVED.
- 3.0 **APPROVAL OF FINANCIAL STATEMENTS:** Accountant Marty Anderson was a few minutes late joining the meeting, so the Board reviewed the financials ending 4-30-2020. The Board had a question for expenses labeled as 'miscellaneous', and Marty offered to email those after the meeting. A MOTION to approve the financials was made by Larry Edwards, and SECONDED by Cindy McCollough. April 2020 financials APPROVED.
- 4.0 **COMMITTEE REPORTS:**
 - 4.1 Parcel Reports:

Parcel 1:
No report submitted.

Parcel 1 Arbors II:
John Willbanks reported through the month a few yards needing to be mowed, a couple of small dead trees, and a leaning light post on Cliff Rose.

Parcel 2:

Jim Morgan had nothing new to report.

Parcel 3:

Amber Soares had nothing new to report.

Parcel 4:

Larry Edwards had nothing new to report.

Parcel 5:

Bill Keates reported a few missing slats on the fencing west and east side of Pony Rd.

Parcel 6:

Currently no parcel chair.

4.2 Landscape Planning: Drainage areas addressed in Old Business. Manager will still work to obtain new lawn care bids with the current one expiring December 2020.

4.3 Architectural Review Board: Busy with new roofs, exterior maintenance, etc; no major issues.

4.4 Website: Website is updated with current meeting minutes and Covid-19 information.

4.5 Street Report: Manager reported potholes on Cliff Rose that are going to be fixed soon by paving company.

4.6 Manager's Report: In response to the office mailbox being broken into, Miguel Soares suggested looking into motion lighting for the front office door. Larry Edwards also recommended that while the Board is canceling/holding meetings through Zoom, to make sure the Board is following proper procedures per the Bylaws, specifically referencing moving the Annual Meeting from May to August.

5.0 **OLD BUSINESS:**

- No bids obtained in fixing the Dahoon bridge, manager will continue to find bids to find contractors who would be willing to build bridge.
- Hemlock Circle green belt area pooling water: manager tried to find three bids, only one proposal was given by Signature Landscape to install an irrigation solution. Approx \$2,000 was proposed to install catch basins, drain pipes, and a swell to channel water in two separate areas to the street. A MOTION to approve this was made by John Willbanks, and SECONDED by Cindy McCollough. Motion APPROVED.

6.0 **NEW BUSINESS:**

- Megan Harrell offered to be a Board director via email to the HOA (was not present for Zoom meeting). A MOTION to approve her as a Board member was made by Nakita Roberts, and SECONDED by Cindy McCollough. Motion for Megan as a Board director APPROVED.

ADJOURN: A call to adjourn at 7:05 was MOTIONED by Nakita Roberts, and SECONDED by

Cindy McCollough. Meeting ADJOURNED.