

MINUTES

Regular Board of Directors and Association Members Meeting Summit Park Homeowners Association

Held on: January 19, 2021, starting at 6:00 P.M., via remote video conference call

A. Call to order (Board member roll call)

(present / not present)

/ Chris Quinones

/ Dave Serena

/ Fen Evans

/ Fran Craigle

/ Jackie Silva

/ Mike Quinones

/ Nina Pacchia

B. Approval of Minutes from the Previous Meeting

The minutes from the last Board meeting held on November 19, 2020 was approved by a majority of Board members present at the meeting. The November minutes and associated treasurer's report were posted to the website.

C. Treasurer's report (Jackie). Discussion to include end-of-year financial summary and 2021 budget review

- a. End-of-year financial summary: As of December 31 2020, the SPHOA accounts reflect balances of \$20,435.14 in the Association's Checking Account and \$12,397.73 in the Association's Savings Account. The full report ending on December 31st has been uploaded to the website.
- b. 2021 budget review: This was approved by a majority of Board members present at the meeting and has been posted to the website.

D. Unfinished and new business

a. Nina – Taking over Nancy's prior responsibilities

- a. Nina will take off Nancy's bio from website and upload December financials

b. Park Lark – where do we stand? (Chris)

- a. Decision on publication in the near future. Dave will get in touch with Chris about the template for the newsletter.

c. Google Drive? (Chris)

- a. Chris is not in attendance, this agenda item has been tabled.

d. Web advertising page (Fen)

- a. Nina and Fen led the discussion of advertisements on the page. Cinch has an advertisement already posted as an example.
- b. Nina will be responsible for uploading the ads.
- c. How do we get advertisers? A flyer/brochure/blog post/Park Lark with pricing options.
- d. Dave will look into a template for a liability release.
- . Nina will look into layout of ads if more than 4 ads.

- a. Price will be determined later in the spring/summer--until we know what the response will be.
- b. In the next month we will come up with a plan
 - i. Dave look into liability
 - ii. If ad is submitted before March 1, they get free advertising for X months
- e. Arch Comm update? (Fen)**
 - a. There are requests for plans to build on SP property.
 - b. We won't see movement until permits come through for summer build.
 - c. Fen is there to provide guidance.
- f. FireWise and related stuff (Mike)**
 - a. Mike was not in attendance. This agenda item has been tabled.
- g. Bylaws & CC&Rs (Dave) - Where do we stand**
 - a. Continue discussions on revisions
 - b. Need greater than 50% buy in by *members* to redo CC&Rs.
 - c. Need to define 'members'.
 - d. Bylaws: Adding additional context and explaining items that might be vague.
 - i. What constitutes a quorum? Voting by proxy, these need to be defined better in the bylaws.
 - e. CC&Rs: We need to set up a voting mechanism and check against our membership list. As soon as we get 50.1% of members we are good to go.
 - i. Need to be reviewed every 5 years
 - ii. Define who makes those changes. Board members are representatives of the members. So it would be easier if we were able to change the CC&Rs on behalf of the members.
- h. General discussion by all:**
 - a. *Potential topics*:
 - i. Should we solicit for a new Board member or leave it at 7 for the time being?
 - 1. We will continue discussion
 - ii. What are the HOA's / Board's priorities for 2021?
 - 1. Getting buy-in from plats who are not required to pay HOA fees
 - 2. Normalizing CCRs across all the plats
- E. Next meeting scheduled**
 - a. The next meeting of the Board is scheduled for Tuesday, February 23rd at 6 pm. The meeting will be held by video conference call due to the continued impact of COVID-19 in the state. An agenda will be prepared by Dave prior to the meeting.
- F. Meeting adjournment**
 - a. With no other business to be discussed, the Board meeting was adjourned at 7:13 P.M.