

DRL HOA

8/23/21 Date

8:08pm Time

Chelsea Applebees Location

Meeting called by:	Carolyn Wayland, Board President	Secretary	Tashina Lee
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Attendees: Beverly Craft, Melissa Parr, Tashina Lee, Lakimbrea Reyes (Via FaceTime)

Minutes

Agenda item: Addressing DRL HOA Emails **Presenter:** Carolyn

Discussion:

DRL HOA email request go directly to Carolyn and she typically responds as she gets them. This was a practice in place before there was a full board, so she wanted to know if this is still how we want to operate as it relates to website email communication. Carolyn reads most recent submissions followed by a short discussion, responses settled, Carolyn will respond.

Conclusions:

The board decided that all who want access will get access by contacting SMS but only Carolyn will respond in a reasonable amount of time unless it is a unique matter that requires board discussion. In that event the full board will discuss prior to responding to email. We also decided that we will not respond to any requests, comments or any unofficial communications via Social Media outlets. (Nextdoor, FaceBook, etc.)

Action Items	Person responsible	Deadline
✓ Members Contact SMS to give email for Website inquiries. All Interested members		8/31/21

Agenda item: Code of Ethics **Presenter:** Tashina

Discussion:

The board had a short discussion on the need to implement a code of ethics to guide and provide consequences for certain behaviors not conducive to effective board functioning.

Conclusions:

This conversation tabled until full board was present to discuss and edit suggested code provided by SMS.

Action Items	Person responsible	Deadline
✓ Think and review current suggested list and be prepared to All Members discuss at the next meeting.		Next Week

Agenda item: Financials **Presenter:** Carolyn/Tashina

Discussion:

Tashina had several questions concerning the budget and financial statement posted on the website. Collective board addressed the questions and explained processes in place for handling accounting.

Conclusions:

Make sure Lakimbrea gets access to monthly financial statements and begins to sign for appropriate expenditures.

Action items	Person responsible	Deadline
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Action items	Person responsible	Deadline
✓ Contact SMS to request that Lakimbrea be given required documentation and access.	Carolyn	Wasn't set

Agenda item: Committee Assignments **Presenter:** Melissa

Discussion:

Melissa reported that only two people joined a committee during our Back to School Social. We verified the committees through the bylaws document and discussed how we should fill the open spaces on each committee.

Conclusions:

Each Board member will serve on at least one committee and the board will serve as the ARC committee until such time as it can be fully complete on its own.

Action items	Person responsible	Deadline
✓ Recruit members for committees	Each Board Member	N/A

Agenda item: Survey Monkey **Presenter:** Lakimbrea

Discussion:

The board discussed the use of Survey Monkey to gain some insight on community thoughts on the development of Lot 5A. The team spent some time discussing the length, the time it should remain open how results will be collected and what identifying information we will gather to ensure that only one survey is completed for each owner.

Conclusions:

Lakimbrea will use the information discussed to come up with two questions to be added to the Survey and get it to SMS for distribution. Survey link will also be posted on NextDoor for those that we don't have email addresses for. Survey will be left open for at least a week to ensure that everyone has an opportunity to voice an opinion.

Action items	Person responsible	Deadline
✓ Create Survey Monkey	LaKimbrea	Wednesday, August 25, 2021

Agenda item: Management Company Concerns **Presenter:** N/A

Discussion:

The members briefly discuss some short comings of SMS and question the best way to approach to resolve the concerns.

Conclusions:

Team decides to compile a list of "asks" for SMS as talking points and negotiation for contract renewal.

Action items	Person responsible	Deadline
✓ Send email and compile ideas/suggestions for action items for SMS.	Carolyn will send previous email out for revision and additions.	Before next meeting

Agenda item: Halloween/Christmas **Presenter:** N/A

Discussion:

The team tosses around ideas for community participation or events that could help celebrate the holidays. Many ideas tossed back and forth before settling.

Conclusions:

We will announce Yard decorating contests for both holidays and the winning home will receive a gift card for best yard. Amount and type of card TBD.

Action Items	Person responsible	Deadline
✓ Determine amount of Gift Cards (Based on balance in designated line item)	Board	N/A
✓ Determine judges and rubric for judging.	Board	N/A

Agenda item: Dam Evaluation **Presenter:** Carolyn

Discussion:

The board discusses information emailed by Beverly from conversation she had with the developer (Alan Burns) stating the dam is structurally sound and should not have a leak or deterioration, Tashina shared engineering firms she has contacted, Melissa shares information she has gotten from Don. The team discusses how to move forward and whether to have the dam officially evaluated. But prior to that step we need to gather more information.

Conclusions:

We decided to invite both Don and the Developer to speak to board and get something in writing in an effort to determine if in fact there needs to be a survey done of the dam.

Action Items	Person responsible	Deadline
✓ Invite Don to meeting	Melissa	?
✓ Invite Developer to meeting	Beverly	?
✓ Find 3 dates to send to both Don and Developer	Team	?

Other Information

NEXT MEETING:

Covenant discussion was tabled until next meeting when all members could be physically present to discuss. Team was asked to review covenants prior to meeting to be prepared to edit. Next meeting will take place on Wednesday, September 1, 2021 at 8pm location TBD. We will review any results already obtained from Survey Monkey. Address all voting items that were not discussed tonight