

**Cumberland Circle Community Association, Inc.**

**Board Meeting**

**April 27, 2023**

**6:00pm via Zoom**

**MINUTES**

**Call to Order**

The meeting was called to order at 6:35pm. There were technical issues with Zoom and we were able to redial into the meeting a few minutes later.

**Attendance, Roll Call, Determination of Quorum**

Quorum met by having the following members in attendance: Lisa Walters, Joanne LaFramenta, Victor Martinelli, Dan Lutz, Rick Mulligan, Marti Thorndike, Lorelee Hutchinson

Billie Groff and Joe Gleason not in attendance.

Guardian Association Management Staff Present: Tom in place of Samantha Jackson.

Consideration of Minutes:

Motion to approve minutes from last month, Lorelee approves, Rick seconded the motion.

**Reports of Officers:**

**President - Joanne**

- Joanne asked if there were any homeowners who wished to speak – there were none.
- Joanne stated that she has been working with Dan and Lisa on a list which outlines all of the units where there is a modification fee. Modifications were instituted in 1997 when modifications were made to the units. Modification fees are applicable to certain homes. Over the years about half of the community paid modification fees and others did not. Danny has been calculating the cost of repairs less modification fees as work is being performed on each individual unit.

**VP – Billie**

- Joanne reported on behalf of Billie that the next Neighborhood Crime Watch meeting will take place on Tuesday, May 30, at 5:30pm in the screen room at the pool. Lt. Scott will be joining us.

**Secretary – Lisa**

- A photo collection has been compiled of the neighborhood units. Lisa has approximately 10 additional pictures to take. Once completed, the color pictures will be printed and catalogued as a resource to be used going forward.

### **Treasurer – Vic**

- Vic reported that the month of March did not have anything unusual. We paid the remaining balance on the buildings where the roofs were completed.
- Guardian to process payments while Vic is away on vacation (until June 14<sup>th</sup>).
- We also budgeted to have 4 buildings scheduled to be roofed in 2023. Two of the buildings will be completed in June, and the remainder in the November timeframe.

### **Standing Committee Reports:**

#### **Landscaping – Rick**

- Unit 1675 had their tree trimmed which was overhanging the garage. The tree was a Laurel Oak.
- 1598 removed an old hedge and the owner will plant perennials.
- Rick engaged Skyfrog to install the holly hedge where the old oak had fallen. The hedge will provide a buffer and Skyfrog will install 2 larger maple trees and the work will begin within 2 weeks. Irrigation will be completed first, and then they will work on the hedge and tree installation. The marker flags on the property are place markers.

#### **Maintenance - Dan**

- Two downspouts between 1677 and 1679 have been reconnected.
- 1633 and 1631 will be repainted.
- Sister beams will be added to unit 1633 for additional support.
- During the process of painting units, if there is a deck, those decks will be pressure washed.
- The decks on 1627, 1631 and 1633 will be upgraded by adding a coat of sealant on them once they are dry.
- The deck at 1627 will be upgraded - the joists were put at 24" apart, so the HOA will fix them. The deck is in bad shape and needs to be replaced but we can fix it up for \$500 by repairing.
- Drainage problem next to 1633. Dan is looking to get a quote to fix same.
- Fence replacements - since middle of January and Dan has been diligently following up with the fence contractor. Dan will continue to follow up with the contractor to get those fences replaced on the units who are in need of repair.
- Sidewalk replacement has been put off due to weather. The grinding of the sidewalks will be done asap.
- We need to choose lights for the buildings which are scheduled to be painted. We have enough lights to complete 1627 and 1629 which includes a pole lamp. Lorelee and Marti agreed to assist Dan with choosing the new lights, since the style we were using is no longer in stock.

- It was discussed and agreed by all Board members that unit owners are not allowed to choose which color their unit will be painted. Dan is to follow the chart outlining the colors for all units. Vic suggested we keep the colors the same until all homes are painted. Vic made a motion to support this rule and Rick seconded it.

### **Recreation – Lorelee**

Nothing to report.

### **Additional Discussions**

- Sign at entrance – Dan reports that Mitch is looking into getting a regular sign produced. Dan questioned what should be on this sign. Joanne to resend the sign info to everyone so Dan knows what information should be include on the new sign.
- Joanne LaFramenta in Unit 1596 asked the Board to approve a patio off the rear of her house which will be approximately 9x12. Lorelee made a motion to approve and Marti seconded the motion.
- Lisa Walters in Unit 1602 asked the Board to approve a patio off the rear of her house which will be approximately 8x10. Lorelee made a motion to approve and Marti seconded the motion.
- Vic advised that he will be circulating a second request to all unit owners asking for a copy of their homeowner’s insurance. Vic noted that in 2012 we changed from a “mass insurance policy” for the whole development, to individual insurance policies on each unit. Vic to work with Samantha on distributing this second reminder.

### **Calendar**

Next Board Meeting scheduled for June 23, 2023.

### **Adjournment**

Motion to adjourn at 8:00pm.