



**4100 Five Oaks
Board of Directors' Meeting Minutes
September 20, 2021**

Attending: Cyndi Evoy, Donald Perry (guest), Michael Sullivan, Anne Briggs, Josh Lindgren, Katie Jones

Meeting called to order at 7:00 pm

1. Review Minutes – Michael moved and Anne seconded to accept the minutes as written. Vote was unanimous
2. Review Financials – Josh has hired an accountant to review and clean up the financials. That person will send the financials out by the 10th of the month. Michael moved and Cyndi seconded to approve the financials. The vote was unanimous. Josh will conduct a tutorial on reading the financials next meeting.
3. Lighting – new lights will be installed in the rest of the community by October 28. Repairs to the old lighting will cost \$1,800. Cyndi moved and Michael seconded to accept the estimate to make repairs on the older lighting. The vote was unanimous.
4. Wood damaging insects / interior non-termite repairs – We traditionally don't cover anything but termite damage as we have a contract with Kilmore, which covers termite damage and repair. Josh will reach out to Kilmore, our termite inspection and repair company and get more information regarding inspection, treatment, etc. for other insect pests beside termites.
5. Work Request Log – only one item on the list and that is being dealt with. The list was sent with the financials.
6. Violations follow-up – Unit 5 has put everything in the back under the deck. Several options were discussed. Katie suggested a toy bin or caddy that will be on the deck and has feet to avoid deck damage. She will forward the link to Josh. Josh will contact the unit and make that suggestion. Josh will take care of more of the violations from the list.
7. Parking & Rentals
 - a. Resolving parking near #29 – The board decided to have Unit 28 park one car in front of their unit and one near the mailbox across from Unit 22. Katie will order a sign for Unit 28's dedicated space. Unit 30 will have a space on either side of the parking divider nearest their unit. If this doesn't fix the problem, we will re-consider lines and numbers and assigned spaces.

- b. Creating paid parking spots adjacent to guest parking near #33 - Due to the number of problems this might lead to, the board decided to table this idea for a while.
- c. Review/catalogue all parking issues – The board members will monitor guest parking for now.
- d. Require homeowners to submit rental information? Yes. Eddie Bauer in unit 31 is interested in being on the board. The HOA will purchase numbers for trash cans. Donald Perry (Unit 29) will purchase a battery powered light for the mail house across from Unit 22 and be responsible for replacing the batteries.

Meeting adjourned at 8:30