Village Park Development Homeowners Association, Inc.
2022 Annual Meeting

Location: Virtual meeting using Zoom
6:00pm, Tuesday, December 6, 2022

1. Welcome and introductions

Frank DiPalma called the meeting to order. Frank welcomed the Homeowner's Association (HOA) members to the 2022 annual meeting and introduced the members who were new to our community in 2022.

Thank you to Kim Reilly, our bookkeeper, who also attended the meeting to help answer financial questions.

Thank you to Sonya DiPalma for her excellent management of the technical operation of Zoom as she made the meeting flow smoothly.

There were 24 home owners present for voting and 12 represented by proxy for a total of 36 votes. The total exceeded the 31 required for voting on ordinary business, but does not meet 67% requirement for approving changes to the declaration.

2. Vote to approve minutes from our 2021 Annual HOA Meeting

Frank asked whether anyone had questions about the minutes of the 2021 annual meeting. As there were none, Frank moved that the HOA vote to accept the 2021 annual meeting minutes. The motion was seconded and the HOA membership voted unanimously to accept the minutes.

3. HOA president's report

Frank presented some of the accomplishments of the HOA in 2022. He encouraged all HOA members to create an account on the website to have access to HOA documents and news. See Addendum 1 for details.

He then gave a detailed explanation of what a reserve study is, why we needed the reserve study, the results of the study, implications for budgeting and related topics.
The attached Addendum 2 covers these topics in detail.

4. Committee reports: Landscape, Utilities, and Meadows Committee

Landscape Committee

Jill Tourtellot presented the Landscape Committee Report. She mentioned several steps the committee is taking to reduce costs and improve the appearance of our community. The details can be found in Addendum 3 for the Meadows, and Addendum 4 for the Main.

Thank you to Landscape Committee for their tireless efforts to keep Village Park a beautiful place to live.

Asset Committee
Charles Abbitt and Greg Blanc presented the Asset Committee Report. Charles explained the status of the gate and the future maintenance and improvements anticipated. He estimated the costs of these items for potential inclusion in Asset Reserves.

Greg presented the proposed island lighting project. He explained that deterioration of the existing lights presents a safety hazard and that the Board had approved the project to begin immediately because of these safety issues.

Meadows Committee
Bob LeBoeuf presented highlights of the MSC report. See Addendum 5 for Bob's complete report.

5. Review HOA 2022 Financial Statements (YTD) and proposed 2023 Budgets
Bob LeBoeuf presented the financial report. He explained the current state of the 2022 budgets for both the Main and Meadows. Both are anticipated to be within 2% of the budgeted amounts. He then went over the 2023 budgets. See Addendum 6 for the report. Addendum 7 gives the detailed proposed budgets for both Main and Meadows.

Member questions concerning the Meadows budget size, timing of needed new reserves, who should vote on the Meadows budget, and where funds for the asset-related repairs were asked and responded too.

6. Vote on proposed 2023 Budgets for our Main Account and Meadows Account
Bob fielded questions on details of the budgets. As there were no issues regarding the proposed Main budget, Frank made a motion to approve them for 2023. The motion was seconded and passed by the HOA members without opposition.

Frank moved to vote on the Meadows budget which was seconded. The Meadows budget was approved with 34 in favor and 2 dissenting.

7. Discuss proposed Seventh Amendment to the Declaration of Village Park Development Planned Community
Tom Duckett presented the proposed Seventh Amendment, and explained the rationale for this amendment.

Association Guidelines
By having the declaration point to Association Guidelines, details are then specified in the appropriate guideline and may be updated without requiring an amendment to the declaration.

Expense Element
The HOA further defines the meaning of the term “assessments” and establishes Association Guidelines as a convenient storage location.

Establishing a Transfer Fee
When a property is sold, the HOA spends resources (e.g., time, money, record keeping, etc.). A transfer fee must be paid by the buyer at the closing to the HOA. The current fee amount is $200.

Details of the amendment are in Addendum 8.

8. Vote on proposed Seventh Amendment to the Declaration of Village Park Development Planned Community

After discussion was completed, the proposed amendment was put to a vote. There were 36 affirmative votes and no votes against. The amendment requires 41 affirmative votes. The board will contact HOA members who both failed to attend and failed to submit a proxy to ascertain their votes.

9. Discuss recommendations from the board for 2023 Slate of Board Members

Addendum 9 contains the recommendations from the board for the 2023 board members. It consists of the current members as none of the current members will have completed their current 3-year commitments and all are willing to continue at least until their terms expire.

10. Vote on Board Members for 2023 (Others may be nominated)

Frank asked whether there were any other nominees for the board. As there were none, he moved that HOA members approve the proposed candidates. His motion was seconded, and the HOA membership approved the recommended slate of candidates for the 2022 board without opposition.

11. Other topics of interest to HOA members

Greg Blanc believes that it is important to keep the Village Park website “fresh”.

Mark Wilkins recommended that HOA institute regular security checks to protect the personal information of HOA members.

Willy Morgan suggested residents ask contractors not to park on grass at the edge of the street when it is muddy.

12. Adjourn

The meeting was adjourned at 8:05pm.