Minutes of the Village Park HOA Board Meeting

Wednesday, July 7, 2021 at 3PM
Location: Frank DiPalma's Home

Attendees
- Board Members:
Frank DiPalma
Raymond McClinton
Bob LeBoeuf
Tom Duckett
Arthur Harvey

-HOA Members
Charles Abbitt
Greg Blanc
Larry Trembley
Sam Velopas
Gary Whitaker
Mark Wilkins

1. Welcome
Thank you to Frank for hosting and running the meeting. Frank called the meeting to order.

2. Approval of Previous Minutes
Tom moved that the minutes from the previous meeting, on April 15, be accepted. Raymond seconded the motion and the minutes were accepted by the board without changes.

2. VP HOA Website Status Report (Sam)
Sam summarized the current status of the Village Park website. Roughly 80% of the content is in place. He advised against opening the site to the full HOA membership before the content is substantially complete. Board members are to check the To Do list for the content that they need to provide.

The current hosting site will be shutting down in about a year. Sam volunteered to research other possible hosting sites. He will compile a list of features we need and which of these are supported by each of the potential hosting companies along with the costs.

3. Review of Action Items from last meeting (All)
- Frank developed a letter designed as part of a packet to inform new property owners in Village Park of our HOA policies and procedures. He sent this to the latest new member of our neighborhood, who responded to it positively.

- Tom completed a draft on amendable items relating to the HOA transition. See agenda item number 7 below.

- A small team met with Mr. Hall, the developer of the Gashes Creek Apartments. Mr. Hall agreed to our requests regarding fencing, buffer plantings and the need for a traffic signal. Please see the email on this subject that Frank sent to the HOA on May 7 for details. Further discussion with Mr. Hall is needed regarding the details of plantings, once the fence is up, including when it will start and when and where the HOA can start planting, and cost sharing.

The board discussed HOA financial responsibility for plantings because the board was directly involved in negotiating the placement of additional shrubs on the apartment owner's property. Frank moved that the Meadows community fund the purchase and planting of standard shrubs, and that a homeowner who requests and receives approval for upgrade of specific shrubs must pay the extra costs of the upgrade. This was unanimously approved by the board.

However, since the recommendation for funding lies with the MSC and/or Meadow's residents, the additional border shrubs project will be on hold until the MSC makes this recommendation to the board.

- Raymond had no recommended changes to the loss payee explanatory document. Several Meadows residents plan to meet and discuss the document.

4. Main & Meadows Budgets (Bob)
Bob explained the details of both budgets to the board. Both budgets are on target for the year. Those interested in the detailed financial statements are referred to the attachments.

5. Meadows Update (Bob)
Bob explained the details of MSC subcommittee, and all the work taking place in the meadows. Please see the attachment for the details.

6. HOA Transition - Road Reserves (Raymond)
There was nothing that is particular to the HOA transition beyond the current status already presented in the ROAD RESERVES line item of the financials.

7. HOA Transition - Amendable Items (Tom)
Due to time constraints, the board agreed to set up a subsequent special meeting to discuss only amendable transition items. Frank will schedule the meeting.

8. Other Topics of Interest (All)
The board discussed whether to have the HOA picnic this year and the timing of the picnic. Frank will send an email to HOA specifying the date and asking for volunteers to help with set up and teardown.

The board discussed how to handle requests to the board for donations. Frank made a motion that requests for donations be forwarded to residents who may donate as they see fit. The board approved this unanimously.

As the minutes are part of the legal documentation associated with Village Park, it may be advisable to omit the details of discussions and restrict the content to actions taken by the board. These minutes attempt to follow that guidance.

9. ARC Members (Frank)
Frank nominated HOA member James McMaster for a seat on the Architectural Review Committee. The board approved his selection unanimously. Thank you to James for volunteering.

10. Gate Video / Kiosks Tour (Charles and Greg)
Charles and Greg gave an extensive demonstration of the video camera system operation and capabilities, and of the construction of the enclosure for the system. A standard set of operating procedures for use of the camera video need to be developed.

11. Adjourn
The meeting was adjourned.

<u>Action Items</u>
All board members to work on their contributions to content for the website. (Topic 2)

Sam will research and compare alternative hosting companies for the website. (Topic 2)

MSC/Meadows residents to make recommendation to board on funding of plantings. (Topic 3)

Frank to schedule meeting on amendable transition items. (Topic 7)

Frank to email HOA requesting volunteers to help with the picnic (Topic 8)

Charles and Greg to initiate a standard set of operating procedures for use of the camera video (Topic 10)