

Greenway Farms Homeowners' Association
Board of Directors Meeting Minutes

October 16, 2019 - Police Safety Station- 65 Plaza St, Leesburg

Roll Call-Board Members:

Kim Berkey, President

Maureen Kirk, Vice President / Secretary

Huy Tran, Treasurer

Management Company Representative Present: Lily Lombardo, CMCA

7:01 Meeting Called to Order

Approval of Minutes

Brief opening statement by Kim regarding previous board member and action taken. Maureen Motion to approve July minutes with minor changes. Approved 2-1, Huy abstain (not present during April meeting).

Committee Reports

Landscape: Proposal sent to TOL for tree bank. Allowable funds reduced from \$7500 to \$5300 and only certain tree species will be considered. Trees could be planted this year before ground freezes.

Covenants: All application results are noted in ACT in the manager report. Application for a fire pit was denied. Board signed signature page for updated guidelines, Policy Resolution 2019-01.

Recreation/Pool: Lisa Levi and Kirsten Shabanowitz report- Survey included 35 owner comments. Report included break time limits, guest passes, pool parties, age to use pool without adult. More discussion is needed.

Social: August 23 movie night was a success. More events will be planned.

Website/Facebook: No update

Old Business

TOL will install Led bulb in street light on Nickels by bridge.

New Business

Gators Swim Team: Board reviewed Ray Ceresa legal comments regarding swim team and its members. Recommendations include appoint swim team committee and set up policies for the team, liability falls on HOA, appropriate insurance coverage, adopt risk management practices, background checks for all adults. More research and discussion is needed.

Board reviewed three proposals for ADA chair lift. Prefer battery operated chair and store chair when not in use. Budget will reflect capital expenditure \$6400. More discussion is needed.

As an FYI for the board, the swim team Bylaws were submitted. No action is needed.

Maureen Motion to accept CPI pool management renewal for pool season 2020 to include opening date 9/4/20 from 11am-8pm, total amount \$50,800. Huy Second: Board voted 3-0 to approved CPI.

**Greenway Farms HOA
October 16, 2019
Meeting Minutes New Business Con't**

2018 tax returns sent via email to board. Federal and State taxes signed by Huy and manager mailed.

Board carefully reviewed the 2018 audit submitted by Accounting Associations. Huy Motion to approve the audit pending clarification regarding line item on page 5, deposits on contracts (\$14,850). Maureen Second: Board voted to approve 3-0. Kim signed representation letter.

Board agreed with the snow removal cost schedule submitted by Genesis.

2020 Budget Planning:

Board reviewed financial reports ending September 2019: Operating balance is \$23,314. Morgan Stanley reserve investments balance is \$326,582. According to the Reserve Study, recommended reserve beginning balance beginning 2020 should be \$638,835.

Board reviewed 2020 reserve calendar of expenditures and reserve contribution Hybrid Approach. Draft 2020 budget was carefully reviewed. Board believes to fully fund reserves, a special assessment must be considered. Funds from a special assessment will deposit into the Morgan Stanley account and fund the 2020 capital expense. Reserve shortfall due in part by the dead ash tree removal throughout the HOA common area and wetlands (\$60,444 spent to date and \$40,000 remaining according to the community assessment).

The Annual meeting followed by a Board meeting will be in January 2020.

Open Forum

One member present. Discussion included budget preparation and fees increase.

8:50 Maureen Motion/ Huy Second to enter Executive Session to discuss hearings, 2020 budget, collection report, delinquency report.

9:05 Exit Executive Session // Executive Session Open Vote & Summary

Huy Motion to approve quarterly increase SF \$167 and TH \$218 plus \$120 special assessment for 2020, Maureen Second: Board voted 3-0. Budget will be mailed and posted on the website no later than November 30, 2019. Quarterly statement will show increase and special assessment (\$30 per quarter/\$120 annual).

Default hearing on Lawford / Corrected
Collection report is up to date.

Past due letter were mailed. If not cured by November 1, accounts will be sent to legal for collection.
Board approved additional community inspections as needed.

Meeting Adjourned at 9:10