

## **Bridgewood Estates HOA Board Meeting via Zoom.**

**Present were: Tracy Butzko, Mary Perisic, Jim Wise, Karl Henderson and Dianne Matthes.**

**November 17, 2020**

Karl called the meeting to order at 6:40 p.m. Tracy announced that she would be accepting a new position with HOA Community Solutions, the Board thanked her and wished her well with the new position. Shayla Smith will be our representative with HOA Community Solutions in 2021. An Email Blast was not sent out to the homeowners announcing this meeting, therefore there was no Homeowner Forum. Dianne made a suggestion that if we need to continue to do Zoom Meetings and the homeowners are invited to join, that the notice be sent out early enough for homeowners to request questions be brought up at the meeting before the actual meeting, that would enable the Board to do research if a topic came up that is difficult to answer on the spot.

There were no changes to the minutes from the August Board Meeting.

### **Old Business**

- There have been a few minor problems with the gate software but they have all been able to be worked out satisfactorily. Tracy is going to ask Michael McKean if he is willing to continue as the 'gate keeper'.
- The financials were reviewed, major expenditures were the gate software update and the sidewalk repairs in Division I. The budget is on track.

### **Unfinished Business**

- Jim Wise was able to oversee the sidewalk repairs that were done in Division I. The next step is to identify what trees still need to be removed and what sidewalk repairs need to be scheduled in areas where the trees have already been removed. At the last Board Meeting, one of the homeowners asked what would happen if someone didn't want their tree(s) removed, stating they would be willing to sign a release to cover any liability, a letter was composed but Tracy feels the letter's wording should get approval from our attorney before it is sent out. Tracy will meet with the attorney and give the Board an update as soon as a decision is made.

### **New Business**

- A quote was received for laying bark in the cul-de-sacs, it was \$5280.00. Most of the cul-de-sacs would need some clean-up before the bark could be put down. Tracy will check with the current landscaper to see what it would cost to have it done once a year, preferably in the spring to keep the cul-de-sacs looking good all year long. It is something that the Board would like the Landscaping Committee to oversee when that gets up and running.

- The Landscaper's contract was received for renewal, a motion was made and seconded to accept the contract for 2 years.
- Karl is in the process of working on the new Website, the Board thought it looked really good, he should be able to launch it soon.
- The 2021 budget was reviewed, it was moved and seconded to accept the budget as presented. A meeting needs to be held to ratify the budget with the homeowners, Tracy will see if the dates of 12/16 or 12/17 would be available to do a Zoom Budget Ratification Meeting;
- The Board will address a date for the Annual Meeting early in 2021, depending what the Pandemic situation is at that time, it may need to be a Zoom Meeting also.
- Discussions were held regarding the Architectural Committee and the Landscaping Committee, it was suggested that there be a Chairperson for both committees that would be able to monitor the requests to avoid a deadline being missed. The Landscaping Committee never did get organized, it would be nice to review these committees and the Scope of Works associated with both the committees at the Annual Meeting.
- Tracy asked if the HOA should continue using Sperlonga as we have in the past for credit reporting, it has been difficult to tell this year if it has been advantageous because of the Pandemic restrictions that have been put on being able to penalize people for delinquent accounts.

The meeting was adjourned at 8:11 p.m.

Respectfully Submitted,

Dianne Matthes, HOA Sec'y