

## Curtis Pond HOA Board of Directors Meeting Minutes – November 3, 2010

**Meeting called to order at 6:15pm by Andy Good**

**Secretary's Report** – Nothing to report.

### **Committee News**

- Landscaping – The dam clean-up at the pond has been successfully completed.
- ARC – Nothing to report.
- Social –
  - The Curtis Pond Santa walk is scheduled for December 18<sup>th</sup> starting at 1:00pm. Kim Trueman has confirmed a volunteer to play the main role. Flyers will be created and distributed to all residents at least 1 week prior to the event.
  - Kim Trueman will place a handmade mailbox outside the Curtis Pond Pool on Elrosa for children of Curtis Pond to mail their letters to Santa. Flyers will be created and distributed the week of 11/22/10. The mailbox will be set up starting the weekend after Thanksgiving and will be removed the weekend prior to Christmas.
- Communications –
  - The Q3 quarterly newsletter was distributed to all community residents September 2010. The next newsletter, Q4 is targeted to be completed and distributed the week of 12/6/2010.
  - There was a delay in transferring the old website information to the new template like previously agreed upon. Michael Johnson was not present at the meeting but the Board will follow up to find out the targeted date for the transfer to be completed. The photos that were taken of past events are believed to be on a cd, which will be given to Michael to upload on the site as well.
  - The Q3 Newsletter needs to be posted on the website as well as the 2 upcoming events (Letters to Santa & Santa Walk).

**Old Business** – The 4 open BOD Meetings for 2010 have now all been completed. The Board members opened the floor at 6:50pm to members for Q&A, no members were in attendance. The open meetings were held at the Curtis Pond pool on the following dates/times for 2010, 2011 open meeting dates have not been scheduled at this time.

- 3/20/10
- 6/19/10
- 8/21/10
- 11/2/10

## **New Business**

- a) The board discussed allowing residents with the black metal mailboxes to replace them to match the wood posted style if they so choose due to the difficulty in finding a replacement to this mailbox locally.
- b) CCR Violations – Kuester has been doing their bi-monthly inspections and sending the list of violations to the board monthly. The board discussed some new violations that need to be addressed by Kuester as well as some older violations that need action taken due to the lack of correcting these violations. Overall the community has been looking very good, no major issues to discuss.
- c) The board has decided to request a meeting with Kuester to discuss the upcoming dues collection process. The board will review and finalize the collection process as well as the fine structure to our new account manager. The board will outline our expectations of the account manager as well as the management company regarding this process.
- d) Kim Trueman has requested that the structure for committees and committee chairpersons be changed with the exception of the ARC committee. Kim explained that going forward committees should be dissolved and instead replaced with event chairpersons. This would allow a member (resident) to chair only the event that they chose and not all events falling under that category. More communication and verbiage will be placed on the website and in the upcoming newsletter in respect to this idea. Members should email the Board if they have any interest in chairing a particular event.

**Meeting adjourned at 7:00pm**