

**CHESHIRE FOREST HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS**

MEETING MINUTES
Regular Board Meeting
February 16, 2021

MEETING CALLED TO ORDER: Quorum established; meeting called to order at **5:59 p.m.**

Members present: Allen Jacobs (President), Mitch Gold (Vice President), Cliff Krebs (Treasurer) Paul Corcoran (Secretary), Tom Speelman (Director), Jamie Groves (Director), and Jane McKlveen (Director)

Board members absent: None

Management representative present: John Kohlman.

1. Agenda Review and Adoption

- Motion made to approve the February 16, 2021 Agenda. MSC

2. Minutes (Review and Approval)

- Motion made to approve the December 2020 Special Meetings minutes and the January 19, 2021 Board Meeting minutes. MSC

EXECUTIVE SESSION

Motion made to enter Executive Session to discuss (a) Agenda Review and Adoption, (b) Executive Minutes, (c) Due Process, (d) Manager's Report, (e) Owner Correspondence, (f) Violation Log, and (g) Delinquency. MSC

3. Executive Session (6:02 p.m. – 7:35 p.m.)

OPEN SESSION

- Motion made to reenter Open Session. MSC
- Minutes are kept separate, as items discussed in executive session are confidential. All motions are made in Open Session.
- 3.(a)(1) Motion made to approve the February 16, 2021 Agenda with the requested change in order to: (a) Agenda Review and Adoption, (b) Executive Minutes, (c) Due Process, (d) Manager's Report, (e) Owner Correspondence, (f) Violation Log, and (g) Delinquency Report. MSC
- 3.(b)(1) Motion made to approve the Executive Minutes from the December 2020 Special Meetings minutes and the January 19, 2021 Regular Board Meeting. MSC
- 3.(c)(3). The Board motioned to send the owner a certified letter giving the homeowner until April 30, 2021 to correct the inoperable vehicle(s) in driveway in accordance with the governing documents or be assessed \$10 per day, for a maximum of 90 days, or until the action is completed MSC

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4. Homeowner's Forum – (0) Homeowners present

5. Reports

5.a. Financial Report – (Treasurer: Cliff Krebs) **In attendance**

- Nothing significant at this time. Still working with Management to fine tune budget format and completion of records validation.

5.b. Manager's Report – (Manager: John Kohlman) **In attendance**

- Board reviewed the Manager's Report. Management received two invoices from Aubrey's Tree Service for treatments to the rose bushes and crepe myrtle trees on Parker Road last winter and spring. Apparently one bill was last February, and the second bill was in April, which the latter was not paid. Aubrey's has inquired about the bill for months, but there has been no resolution. The two proposals are \$1,300 & \$335 and are included in the Manager's report. The board did approve the \$1,300 service in 2019. The Board Treasurer confirmed that as of January 2021, no payments have been rendered for service. The service at 740 Parker Road for rose bushes are not common areas, additionally the \$335 service has not been approved at any board meetings

6. Committee News/Issues

6.a. Architectural Committee: (Chairperson: Mitch Gold) **In attendance.**

- Year to date we have completed 5 applications, all within a 7-day turnaround time frame.

6.b. Social Committee: (Chairperson: Christopher Bowers) **Not in attendance**

- Hoping for warmer weather and opportunities to visit in a socially distanced manner will help the committee start facilitating activities in the end of March / April timeframe.

6.c. Pool Committee: (Chairpersons: Jim and Mary Burres) **Not in attendance**

- Nothing Significant to report.

6.d. Newsletter Committee: (Chairperson: Ann Dumenigo) **Not in attendance**

- Nothing significant to report.

6.e. Neighborhood Watch: (Chairperson: Cheryl Griner) **Not in attendance**

- New Chairperson has assumed the responsibilities.
- Nothing Significant to report.

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6.f. Swim Team: (Representative: Tracy Tucker) **Not in attendance**

- The first League Meeting will be in March 2021, so hoping for more to report come March Board Meeting.

6.g. Yard of the Month Committee: (Chairperson: Imelda Barrera / Melissa Dominek) **Not in attendance**

- Nothing significant to report.

7. OLD BUSINESS

7.a. Pool / Playground Drainage. A contract proposal was accepted at the 15 December 2020 meeting to address drainage between the playground and tennis courts. Work is expected to begin as soon as a series of dry days occur. No updates at this time. Anticipate Mid to End of March for work to begin.


7.b. Common Area Tree Trimming. Manager and two board members drove around the common areas to assess trees requiring trimming/removal. Manager will solicit bids from a tree service to address trimming/removal requirements.

8. NEW BUSINESS

8.a. Complaint Resolution / Forms. Updated the “Cheshire Forest Homeowners Association, inc. (Association Complaint Procedures)” to reflect the new property management company. Form was reviewed and signed.

8.b. 2021 Action Items. 2021 Action Items which were presented at the Annual Homeowners Meeting in November 2020 were reviewed.

MEETING ADJOURNED – 8:32 p.m. *Next Meeting is scheduled for March 16, 2021.*


PAUL CORCORAN
CFHOA Secretary


ALLEN JACOBS
CFHOA President