**HOA Community Meeting 05.06.21 @ 6:30pm**

***Number of attendees:***

***6:32 Board Members in Attendance:***

*Brad Carillo – Aspen Management*

*Shahzad Akbar - President*

*Alvenia Scarborough – VP*

*Danielle Quercetti - Secretary*

*Harish Mital*

*Ying Ko*

***Zoom waiting room opened***

***Shahzad addressed community present about how to submit questions and technological aspect of Zoom HOA meeting***

***Shahzad waiting a few minutes before beginning meeting***

***24 people at 6:36, need 4 more for quorum – 32 is required … we are at 29 at 6:40pm***

Quroum at 6:45

Shahzad starts and board members introduce themselves

**Shahzad – introduction**

* Lines muted – contributions through raised hand, chat box
* Waiting a few minutes for more people to join

Shahzad – goes through agenda:

Financials: income statement has 3 breaks – March (budgeted, actual and YTD) last column is yearly

Goes through balance sheet – hands to Brad.

Brad – reviews budget:

Checking account $96,845.69. Reserve $121, 240

Net income – just under $35k – on operating side.

Reserve side – we’ve contributed $162k in total, we’ve spent $41k of reserves we can discuss further Shahzad.

Income statement – goes over current.

Maintenance – only have spent on trees for removal.

Reserve contribution – $5,393.76

Net income $34,884.22 – we had budgeted for a loss, but we are doing well.

Prepaid – owners have prepaid, we haven’t billed them, but they have paid.

What is reserve contribution? – money set aside in annual budget to put in reserve account. No benefit for going ahead … no reason to pay ahead.

**Q about Management fee** – we work with the board and manage financials, annual cost is $12,800, legal calls, misc tasks, ARC, etc.

**Q about reserve going down** – Shahzad asks Brad to explain, we can do high level now, but in detail we can take off line and answer in an email.

Brad – the difference could be many things, I will have to look into it and find out what was spent.

Shahzad – all financials are available for every resident.

Brad – will follow up on specifics of difference.

**Q on street light on Athena** – Brad speaks to new power lights in the entrance.

Shahzad reminds that the light on Athena is the Q – I have followed up with the county … everything has been communicated to county and I will follow-up and provide info to the community.

***Moving on to elections:***

Brad - We have 5 positions when we sent out nominations, to date we have 6 nominations. We can open nominations now.

Procedural part is 6 nominated and 7 positions. We don’t need a ballot unless we have more than 7 people, Brad has one ready should we need. Brad wants to open the floor for community nominations.

Board granted floor to open nominations to the community – Brad asks to make a comment if you want to nominate yourself.

Anju Nerbovik – nominates herself for Board position.

Brad – motion to close nominations. We won’t need a ballot, we have filled all 7 positions.

Harish – before we close – how many Board members per street can we have?

Shahzad – as a Board we want to have people from all over the neighborhood, we would like 3 per street as guidance.

Brad – the bylaws don’t state anything about requirements from parts of the neighborhood for Board positions.

Shahzad – moves towards ARC process – we want to protect values of our homes and make this THE community in DE everyone wants to live. Alvenia wrote the mission statement.

Shahzad – reviews ARC process – anytime you add/remove or change to the front of rear of your house you need approval. Aspen comes out once per month. Approval only goes through process.

Our bylaws state Board has 30 days to respond to request – this is unacceptable. We want to reduce to 2 weeks. Email request goes to aspen. Reviews signatures on forms—2 are required, 3 is best. RaviI is now the lead of the committee – he has 2-3 days to inspect request per bylaws, if any questions he goes to Board, then aspen and the goes back to owner. We are working to turn these around much faster. Hands it over to Ravi to discuss the committee.

Ravi – goes over his background.

Shahzad – confirms that Ravi is detailed when it comes to inspecting the bylaws. He’s passionate about the community, thank you for leading this committee. If you’d like to join the committee, please let us know.

Shahzad - Moving on to rule enforcement:

Board is dealing with enforcement of violations. We are going to walk through the process …

Review of rules enforcement and fine schedule – this will be sent out to the community, but I want to quickly review and get feedback.

Article 4, #6 – when you purchased home you signed paperwork to abide bylaws – just a reminder.

Warning notice – I will go over a simple example – aspen drives through neighborhood 1x per month, take pictures or video to compare to bylaws and if a resident is found to be in wrong, a violation warning is sent. They have 10 days to correct the issue – notice will also have suggestions and details. If you need more time to complete the violation, you must email the Board. If nothing is done is 10 days, a second notice is sent – this notice includes fee schedule and 10 days to correct. If you are fined, you have 10 days to pay the fine. HOA has full authority to use legal rights to pursue violators.

Shahzad – reviews fee schedule. We are tightening up this policy and making sure that community knows what we are doing, and we are ramping up enforcement and timeline.

Policy has already been approved by Board and the lawyer is now reviewing and pending approval. Board plans on June/July implementation. If you want any documentation, please email the board. We have the right balance—we have to stick with our mission within the bylaws of our community. Any comments about this?

Danielle – chat asks for someone to be able to respond within 24hrs on a violation.

Shahzad responds that we are trying to move this process very quickly.

Shahzad moves on to entrance light – this is moving forward, and once completed should help the security. Speaks about cameras to be installed, it will be used for support of a police report only.

Shahzad moves on to tree planting – Funds were approved in 2018. Looking in the next week for planting to begin along Athena and Odyssey against Ashland. Mentioned members and how bids were presented to Board.

Shahzad moves on to communication with community … many ways we reach out. Lon Chen put together a website – all documentation. Were taking his vision to the next level, working with Lon and Aspen to provide a one stop shop for the community. Working on this summer and will provide more information later this summer to community.

Shahzad moves on to the paving timeline info sent to community. It’s been pulling teeth trying to get back to Toll Brotheres, were putting pressure on Toll Brothers to complete the paving.

Shahzad reviews the event of the Easter Egg Hunt – Jen Karina & Danielle – it was a great initiative. It was a great event. We hope this moves forward. We have previously budgeted $5k for events, we can’t change for previous event, but if we want to use some of this budgeted money for the community.

Karina & Danielle speak about the event.

Shahzad moves on to the Tree Initiative – Dina thanks everyone on committee … we wanted to focus on the company that would be the best for the community.

Shahzad moves on to next issue – people driving too fast through neighborhood. We want to work with the county to see if there is something we can do.

Shahzad reviews the new/main focus initiatives – website and speeding on Odyssey Drive.

Shahzad reviews initiative to amend the bylaws for:

* Budget for events
* Article 8 (will be sent to community) – what should be approved for ARC.
* Do we want to change 75% of vote to let us know.

Danielle will lead initiative of writing down guidelines for ARC review process along with the Board.

Shazad to Brad - do you want to open up for questions?

Anju – as a new board member – the bylaws are too ambiguous. It creates confusion. Board shouldn’t be Big Brother. We need to use common sense – bylaws don’t define right and wrong of ARC process. Also bylaws were founded in 2007, this was all written by Toll. We should have something concrete.

Shahzad – the Board has done a great job. Our Board went above to educate the process … this process has been in place for many years. This review process has been in place and we are communicating and being stronger with enforcement. Each time we send out communications, we remind that we’ve been doing this since day 1. Enforcement is the second part.

Anju – I’m not joining the Board just for me or my situation. The bylaws are not clear of what acceptable and what’s not unacceptable.

Shahzad & Anju get into argument. Brad takes it offline.

Eric – question on security cameras – who is deciding how the information will be stored and who will have access.

Brad responds – we have a retention policy that the Board will approve. Video will only be released to police, not one individual. Info will not be stored indefinitely; it will be backed up – no one from the community will have access – Aspen will house the info unless the Board changes the policy.

Eric – so everyone at Aspen will have access to who enters and exits. What is the purpose to having the security camera?

Brad – there was a request and the Board reviewed and the thought was hoping that we would have some type of evidence of coming and going to provide to the police.

Eric – this is strange to me to have the HOA having access to comings and goings.

Alvenia – we aren’t the first community to do this. The installation was in response to community outcry after situations arose.

Eric – the problem is that Aspen has it – if the county or police had the information, sure. But I dont want Aspen to have it.

Alvenia – this is something we can investigate another third party if this is a concern. This is no different than a third-party security system.

Eric – the problem is that no one is asking the community for their consent to tape their comings and goings. This seems to be a “this is happening whether or not you like it”.

Shahzad – we can take this offline and Alvenia and I can speak more with you.

This is about protecting the safety of the community – that’s why we have rules and regulations. The intent of the Board is not to overstep, it was in response to direct feedback from community and trying to be responsive to those concerns. You have a legitimate concern that we need review further and if the community is against it then that’s something we can review and discuss. There are many ways to skin a cat – the Board felt this was a reasonable solution. But if it makes the community feel uneasy then we can review and possibly change paths.

Kiran – Q about financials – reserves as of 12/2020 we had $178k and now we only have $121k – its only about 3 months – almost a $50k decrease??

2nd Q – what are the dates of finances – Brad says Jan – March 2021. Budget presented is 3 months.

In regards to Anju and Shahzad’s argument – we need to have a meeting to review. Article #2 gives a list of things to reference, but nothing is concrete. There are people doing things in the neighborhood without approval. No one in this community is going to do something to ruin their property values.

Shahzad – we will take the rest of this offline.

Anyone else with a Q?

Dina – there’s been turnover and I just want to commend the current Board on everything that they’ve done. If anyone has personal issues, I know that this Board is here for you.

Kiran – nothing personal meant by everything thank you to the Board. The sound is increasing along Ashland border. Can we follow up with them.

Shahzad – Danielle will be taking the lead on this to follow-up with Ashland. We are continuing to pursue and work with Ashland for common ground. More to come.

Shahzad – please let the Board know now if there is anything missing or the Board should do differently? Anything I should do differently?

Harish – I want to commend Shahzad – recognize and thank all the work you’ve done. We need to work as a team for the best of the community.

Shahzad & Alvenia – thank everyone.

Meeting ends.