

WISTERIA PARK HOMEOWNERS ASSOCIATION
HOA Board Meeting
Monday, August 23, 2021 3:00 pm
Location: Zoom

APPROVED MINUTES

Call to order: The meeting was called to order at 3pm.

Determination of Quorum and Proper Meeting Notice: A quorum was established with the following board members present; Ray King, Maureen Hooper, Lori Crick and Paul Tobin.

Approval of previous meetings Minutes: July 26, 2021, MOTION made by Maureen, seconded by Paul to approve as presented. MOTION passed unanimously.

Reports of Officers and Committees:

President: Maureen Hooper

- Reminder, no glass is permitted at the pool. This is an important safety rule.

Vice President: No Report.

Treasurer: The board received the July 31, 2021, financial statements. 2022 budget planning is underway.

Secretary: Paul Tobin

- End of summer newsletter is underway.

ARC: One meeting, five requests, all approved. Working on updating the guidelines.

Hardscape: No report.

Handy Team: Installed new pool signs.

Common Area Landscape & Irrigation:

- Ray has a list for new account manager, Jeff of Duval that he will review on Thursday.
- Billing continues to be monitored.

East Side Landscape: Met on August 12th. Next walkaround is 8/26. Next meeting is September 23rd.

Managers Report (Action Items, Violations, etc.)

- Reminder that owner are responsible for tree / limbs encroaching on their property.
- The accounts receivable is being closely monitored. 8815 will be researched.
- Duval new account manager: Jeff. Weekly call to keep on track. Organizing work order system.
- Compliance report was reviewed.
- 2022 budget process is underway.

Homeowners Comments: None.

Unfinished business:

- Duval Landscaping update: new account manager, Jeff. Palm trimming underway.
- Gate on Common Area Update: Pending delivery.
- Update on Blue Canopies with Discount Awnings: The damaged one was removed and will be repaired.
- Pool and Spa Signs: Completed.
- Emergency Egress from Pool gates: Paul has one quote for the free egress for one entrance gate for \$1900. Paul will get an additional quote.
- Budget 2022: Underway. First draft due mid-September.

New Business:

- Insurance Renewal: **MOTION** made by Maureen, seconded by Lori to approve as presented. MOTION passed. MOTION passed unanimously.
- Review Rental Rules: Recently a homeowner listed their home on VRBO. This owner was contacted and has since complied. As a reminder, the minimum is six months, and not more than twice per year. ADU (Additional dwelling unit) was discussed. Wisteria Park is strictly for single family homes.

Next meeting: HOA Meeting September 27, 2021, at 3:00 pm via Location: ZOOM Meeting

Adjournment: With no further business to discuss, the meeting adjourned at 3:32pm.

Wisteria Park HOA documents are available at: www.wisteriaparkhoa.com