

# Agenda for Crystal Park HOA Board August 9, 2023

## I. MEETING DETAILS

Date: 8/9/2023  
Time: 6:30pm  
Location: Zoom

## II. ATTENDEES.

The following persons were present:

Jessica Rolston, Jamie Curboy, Patrick Lansdon, Michael Teska, Danielle Elliott

The following persons were absent:

Fred Stipkovits

## III. CALL TO ORDER.

Call meeting to order - 6:34pm

Approval of Current Meeting Agenda (Jessica motion to approve, Patrick seconded)

The agenda was unanimously approved by all attendees at 6:35pm.

## IV. ACTION ITEMS.

## V. DISCUSSION ITEMS.

- Trees/Overgrowth/Bushes along Johnson Dr. & Monticello Dr. - Jessie
- Update on Finances - Danielle
- Establishing a process for sending notice to homes of concern - Michael
- Best way moving forward to notify homeowners RE: HOA Dues - Jessie
  - email? signage at the entrances? postcard? letter?
  - with postage being \$.66, it would be \$120 just to mail notices (plus cost of paper ~\$10, envelopes~\$22, & time to stuff and send).
  - The goal would be to send them out the first week of December.
- Update on Website - Patrick
- Electronic billing options - we must to have EIN - Jessie
- New neighbors - has the Welcome committee reached out?

## VI. ADJOURNMENT.

Meeting minutes approved at 7:38pm

Meeting adjourned – 7:39pm

Submitted by: Patrick Lansdon

Print Name: Patrick Lansdon

Approved by: Jessica Rolston

Print Name: Jessica Rolston