

# Agenda for Crystal Park HOA Board September 13, 2023

## I. MEETING DETAILS

Date: 9/13/2023

Time: 6:30pm

Location: Zoom

## II. ATTENDEES.

The following persons were present:

Jessica Rolston, Jamie Curboy, Patrick Lansdon, Fred Stipkovits

The following persons were absent:

Michael Teska, Danielle Elliott

## III. CALL TO ORDER.

Call meeting to order - 6:34pm

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

The agenda was unanimously approved by all attendees at 6:36pm

## IV. ACTION ITEMS.

- Designate the remaining projects to complete for 2023
- Determine a launch date for the new website
- Approval to purchase metal signs for entrances (generic - Dues/Fees due Feb 1, Social Event - check website, others?)
- Send out via website reminder for Garage Sale weekend (first full weekend in Oct. according to HOA restrictions)
- Approve HOA board member at large Michael Teska's resignation effective 12/31/23

## V. DISCUSSION ITEMS.

- Review Budget Forecast document from Danielle, treasurer
- Tree maintenance that not on HOA owned property - need guidance charts/documents, ACC to meet and determine
- Follow up from last meeting
  - Recruiting more residents to be on committees - should be more residents than board members in order to avoid bias
  - Determine if/what HOA restriction violations the board will be issuing - ACC to draft letter and review document, make recommendations to board for violations
- Unpaid dues - next steps - notify intent to file lien on home, see previous communication from 2011 for guidance.
- Holiday decoration contests - last year we did Halloween (bragging rights) and Christmas (gift card) - do we want to do it again?

**VI. ADJOURNMENT.**

Meeting minutes approved at 7:32pm

Meeting adjourned – 7:33pm

Submitted by: *Patrick Lansdon*

Print Name: Patrick Lansdon

Approved by: *Jessica Rolston*

Print Name: Jessica Rolston