

## Board Meeting Minutes

December 21, 2024 – 9:30 am

Karen, Beth and Larry

1. Phil Harvey pulled out of consideration for being a board member.
2. Pursuant to Article IV. Section 3 of the By-Laws, the Board appointed Larry Firment to serve out the remainder of the unexpired term of Michael Tupman, who resigned from the Board on November 3, 2024.
3. Reviewed the annual meeting notes
4. Karen recommended we find a new bookkeeper as soon as possible.
  - a. The Godwin firm has had ShyAnn, Lorette and Anthony resign and our bookkeeping is not getting done since ShyAnn resigned.
  - b. Beth's bookkeeper contact declined to bid on the business.
5. A Post office box is \$200 a year. Dues were sent to Godwin in the past but their lack of services requires a change
  - a. Karen is going to secure a PO mailbox and update the dues letter for a new mailing address
6. The fence lawsuit with Karen Potocki was finally dismissed on November 4, 2024
7. Karen explained how the Architectural Review works
8. Email Spam issues using Gmail – Continue to use Gmail or use our hosting provider sharing a password?
  - a. 11/22/2024 – Removed Gmail address on website to see if SPAM is reduced
9. The Website Address to the PO Box need to be updated on the website ASAP. Karen will take care of this.
10. Karen will train someone to update our website in February.
11. Michael Tupman will engage Whalen Consulting to update the Capital Reserve Study.
12. Board duties are outlined in the Bylaws which are available to anyone on the website.
13. Beth to send out dues email on December 30. Beth will send a quick acknowledgment to each homeowner when their dues are received.