

Reserve at Pilottown Board Meeting

February 1, 2025

Karen Fleck, Larry Firment and Beth Wells present

The Reserve at Pilottown HOA Board met at the home of Beth Wells on February 1, 2025.

1. Larry Firment will be added to the HOA checking accounts replacing Michael Tupman.
2. All invoices and checks written on the RaP accounts for \geq \$1000 will require the full Board approval.
 - a. In the past year, the only payment for that amount was for the new mailbox clusters.
3. Karen is taking steps to secure a date for the Annual Meeting this fall. We are looking into the option for absent homeowners to email their voting proxy designations to the Board to ensure a quorum is present.
4. Excessive Spam appearing on the Reserve at Pilottown email account was greatly reduced after Karen removed the Board members' personal email addresses from the website. Any non-homeowner wishing to contact the Board can fill out the Contact form on the website.
5. Ellen O'Brien has kindly offered to maintain our existing RaP website. Karen will train her on the site in late February.
6. Seventeen homeowners have not yet paid their dues which were due in mid-January. Beth will ensure all 17 received the initial dues request letter. When an email is sent to all homeowners, we've discovered that if multiple emails are entered for a homeowner, Gmail chooses only one. This has led to some homeowners not receiving emails. Karen will telephone any homeowners with outstanding dues in mid-February.
7. Going forward, important emails to all homeowners (e.g. the annual dues request) will be sent without attachments since some homeowners' email spam filters send attachments to their Spam folder.
8. Overall, the mailbox cluster replacement was a success. The contractor and post office finished the work a day early enabling an earlier-than-expected resumption of mail delivery. The Board wants to thank Kathy McDonough and Kevin O'Neill for all the work they did to make this happen without undue stress or delays.
9. The meeting was adjourned.