



## **Board of Directors Minutes**

**November 4, 2015**

Present: Amy Deslattes, Marcus Harris, Tim Lovell, Jarod Moore, Robert Vannoy

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1. BOD Officers
  - a. President      Motion to appoint Amy Deslattes
    - i.      motion by Robert Vannoy, second by Jarod Moore, all in favor
  - b. Treasure/Secretary      Motion to appoint Robert Vannoy
    - i.      motion by Jarod Moore, second by Marcus Harris, all in favor
  - c. Members At Large
    - i.      Tim Lovell
    - ii.     Jarod Moore
    - iii.    Marcus Harris
  - d. Signing of confidentiality agreement
  - e. Establishment of monthly meetings and group emails
2. ACC Control Committee - Motion to appoint Tim Lovell as Chair
  - a. motion by Robert Vannoy, second by Marcus Harris, all in favor
  - b. Additional committee members: Jarod Moore, Robert Vannoy, Marcus Harris
  - c. Final decisions will be voted on by BOD
3. Common Area Committee - Motion to appoint Jarod Moore as Chair
  - a. motion by Tim Lovell, second by Robert Vannoy, all in favor
  - b. Additional committee members: Robert Vannoy, Marcus Harris, Tim Lovell
4. Turnover Process:
  - a. Tim will request meeting with Brian
  - b. Financials have just under \$1000 in account
  - c. Beth will request resident list, ACC approvals, and tax return information from Brian.
5. Obtaining Quotes and Bids
  - a. Motion by Robert Vannoy to obtain a minimum of 3 bids for contractor services and insurance, second by Tim Lovell, all in favor
  - b. Marcus will follow up with insurance bids
  - c. Jarod will follow up with lawn care bids

6. Communication for HOA
  - a. PO Box
  - b. website for official communication- Jarod will research
  - c. Google Drive established for board documents and temporary email
  
7. Select Properties:
  - a. Motion by Tim Lovell that Beth Gray with Select Properties can assess dues and collect by Jan. 15 with late penalties assessed at 10% after Feb. 15, second by Jarod Moore, all in favor.
  - b. Amy will contact Beth to prepare annual budget and determine fee schedule for follow-up at next meeting
  
8. Set next meeting for Nov. 11, 2015
  
9. Adjournment- motion by Marcus Harris, second by Jarod Moore, all in favor