

SERENITY RIDGE OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
January 11, 2022
6:30 PM
Via Zoom

- I. **Call to Order:** The Serenity Ridge Owners Association, Inc. Board of Directors meeting was called to order at 6:32 p.m. Board Members present were Tom Putnam, President; Tim Kiernan, Vice President; Lilia Rodriguez, Secretary, and Iyad Wazwaz, Member at Large. Board Member absent was Jennifer Elsea, Treasurer. There were 17 owners present. Rhonda Clover, Senior Onboarding Manager represented HG Management.
- II. **Homeowner Input:** The Board responded to various questions regarding holiday lights, welcome letter, and snow plowing within the community.
- III. **Guests:**
 - a. **Catherine De Fotis with Keesen Landscape:** The Board discussed various items with Catherine De Fotis.
 - b. **Anderson Ban Insurance:** Mike Spanbauer was unavailable to attend the meeting.
- IV. **Approval of Minutes:**
 - a. **Board Meeting Minutes – September 14, 2021:** Iyad Wazwaz made a motion to approve the minutes as presented. Lilia Rodriguez seconded the motion. The motion carried unanimously.
 - b. **Organizational Meeting Minutes – December 3, 2021:** Iyad Wazwaz made a motion to approve the minutes as presented. Tim Kiernan seconded the motion. The motion carried unanimously.
 - c. **Special Meeting Minutes – December 15, 2021:** Iyad Wazwaz made a motion to approve the minutes as presented. Tim Kiernan seconded the motion. The motion carried unanimously.
 - d. **Special Meeting Minutes – December 16, 2021:** Tim Kiernan made a motion to approve the minutes as presented. Iyad Wazwaz seconded the motion. The motion carried unanimously.
 - e. **Special Meeting Minutes – December 20, 2021:** Tim Kiernan made a motion to approve the minutes as presented. Iyad Wazwaz seconded the motion. The motion carried unanimously.
- V. **Financial Report – August 31, 2021, through October 31, 2021:** Tim Kiernan made a motion to accept the financials. Iyad Wazwaz seconded the motion. The motion carried unanimously.
- VI. **Call for Committee Members:** Tom Putnam made a motion to approve appointing Kim Bacon, Luis Hernandez, and Tony McGee to the Architectural committee. Tim Kiernan

seconded the motion. The motion carried unanimously. HG Management will send an email blast asking for volunteers for a social committee, landscape/maintenance committee, and newsletter committee.

VII. Unfinished Business:

- a. **Slope Failure Issues:** The Board continues to investigate.
- b. **Additional Unfinished Business:** There was no additional business to discuss.

VIII. New Business:

- a. **Insurance Renewal – Current policy renews 08/24/2022:** Tom Putnam spoke of the issue with the current Broker as well as policy coverages.
- b. **Thank you letter to Luis Hernandez:** Tom Putnam asked that a thank you letter be sent to Luis Hernandez.
- c. **Playground Equipment:** Tom Putnam advised he has been told the problem is a bolt holding the slide that has broken and no one has a replacement bolt not even the manufacturer. The manufacturer has told the HOA that any other bolt used to fix the equipment, other than a bolt designed for that piece of equipment, will invalidate the liability of the manufacturer should such a bolt be used to fix the playground equipment, and someone get injured on the equipment. Tom asked that a maintenance person be sent to assess and provide input. SBSA may be asked to get involved.

IX. Additional New Business:

- a. **Curt Henderson at Network Insurance - Insurance and Broker of Record Letter:** Tom Putnam discussed current HOA policies that did not provide sufficient coverage and suggested providing a Broker of Record letter to Curt Henderson and allow Tom Putnam to obtain quotes for proper coverage. Iyad Wazwaz made a motion to approve the Broker of Record letter and obtain quotes. Tim Kiernan seconded the motion. The motion carried unanimously.
- b. **Law Electric – Faulty Underground Lateral:** Justin Perry previously assessed the electrical issue with the previous management company. The Board asked for Law Electric to provide bids on the electrical problem.
- c. **Update Vendors with HG Management Information:** The Board asked that vendors be advise of the change in management and of HG's contact information.
- d. **Citywide – Board Signers & Invoice Approval Process:** Citywide sent the DocuSign documents to Tom Putnam, Tim Kiernan, and Jennifer Elsea. HG will follow up to ensure these documents have been returned. HG Management will send the process for invoice approval by the Board.
- e. **2022 Meeting Location:** Iyad Wazwaz continues to work on an in-person meeting location.

- X. **2022 Meeting Dates:** The monthly meetings will be held at 6:30 p.m. on the second Tuesday of the month. The 2022 meeting dates are February 8th, March 8th, April 12th, May 10th, June 14th, July 12th, August 9th, September 13th, October 11th, November 8th, and December 13th.

Meetings will be held via Zoom until further notice.

- XI. **Adjournment:** There being no further business, Iyad Wazwaz made a motion to adjourn the meeting. Lilia Rodriguez seconded the motion. The motion carried unanimously, and the meeting was adjourned at 7:43 p.m.