

**SERENITY RIDGE OWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES**

February 8, 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, Jennifer Elsea, Treasurer, and Iyad Wazwaz, Member at Large. There were five (5) 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. **Approval of Minutes:**
 - a. **Executive Session Meeting Minutes – January 4, 2022:** Iyad Wazwaz made a motion to approve the minutes as presented. Lilia Rodriguez seconded the motion. The motion carried unanimously.
 - b. **Board Meeting Minutes – January 11, 2022:** Iyad Wazwaz made a motion to approve the minutes as presented. Lilia Rodriguez seconded the motion. The motion carried unanimously.
 - c. **Special Meeting Minutes – January 25, 2022:** Iyad Wazwaz made a motion to approve the minutes as presented. Tim Kiernan seconded the motion. The motion carried unanimously.
- IV. **Financial Reports:**
 - a. **November 30, 2021:** Jennifer Elsea made a motion to accept the financials. Tim Kiernan seconded the motion. The motion carried unanimously. Jennifer Elsea advised she continues to work on obtaining the noted options for the CIT bank account. Jennifer will provide an update.
 - b. **December 31, 2021:** Tim Kiernan made a motion to accept the financials. Lilia Rodriguez seconded the motion. The motion carried unanimously.
- V. **Appoint & Updated Call for Committee Members**
 - a. **Landscape/Maintenance Committee:** Tom Putnam made a motion to approve appointing the following homeowners to the committee John Moore, Stephen Campbell, Keith Campbell, Tony McGee, Kim Bacon, Luis Hernandez, Rob turner, Ryan Bentzlin, Anawar Zuraigat. Jennifer Elise and Iyad Wazwaz are the Board members overseeing the committee. Lilia Rodriguez seconded the motion. The motion carried unanimously.
 - b. **Newsletter/Social Committee:** Tom Putnam made a motion to approve appointing the following homeowners to the committee Olga Veletas and Angela Campbell. Lilia Rodriguez and Tim Kiernan are the Board members overseeing the Committee. Lilia Rodriguez seconded the motion. The motion carried unanimously.
 - c. **Architectural Committee:** Kim Bacon, Luis Hernandez, and Tony McGee were appointed in January.

d. **Election Rules:** This item was not discussed.

VI. **Unfinished Business:**

- a. **Slope Failure Issues:** The Board continues to investigate.
- b. **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. Iyad Wazwaz will send recommendations.
- c. **Insurance Renewal (renews 08/24/2022):** Tom Putnam discussed current HOA policies that did not provide sufficient coverage. Curt Henderson is now the Broker of Record and is in the process of obtaining quotes. Tom Putnam asked that HG and other vendors provide a current Certificate of Insurance. This will be added to the March agenda.
- d. **Law Electric – Faulty Underground Lateral:** Justin Perry advised he has contacted Xcel and is waiting for the engineer to advise of a date that Xcel they can do a disconnect and reconnect at the power transformer. He also advised that Xcel is backlogged and are months out. Xcel advised if may be early May. There will also be some forms that will need to be signed by the Board for the disconnect and reconnect fee.
- e. **Meeting Location:** Iyad Wazwaz continues to find a meeting location.
- f. **Keesen Landscaping – Water loop shut off valves:** The Board asked for an update on this item.

VII. **New Business:**

- a. **Records Inseption Policy:** Iyad Wazwaz made a motion to approve tthe policy. Lilia Rodriguez seconded the motion. The motion carried unanimously, with Tim Kiernan abstaining.
- b. **Data Protection Policy:** Iyda Wazwaz made a motion to approve tthe policy. Jennifer Elsea seconded the motion. The motion carried unanimously, with Tim Kiernan abstaining.
- c. **Energy Efficient Measures:** Iyad Wazwaz made a motion to approve tthe policy. Lilia Rodriguez seconded the motion. The motion carried unanimously.
- d. **Social Media Policy:** Iyad Wazwaz made a motion to approve tthe policy. Tim Kiernan seconded the motion. The motion carried unanimously.
- e. **Flag Policy:** Tom Putnam will speak with the HOA's attorney regarding the flag policy.
- f. **Ryan Lee – Tax Preparaton Engagement Letter:** Jennifer Elsea made a motion to approve the proposal. Iyad Wazwaz seconded the motion. The motion carried unanimously.
- g. **Additional New Businss (if determind):** There was no additional businss to discuss.

VIII. **Next Meeting Date:** The monthly meetings are held the second Tuesday of each the month. The next Board Meeting will be held on March 8, 2022 at 6:30 p.m. Meetings will be held via Zoom until further notice.

IX. **Adjournment:** There being no further business, Tim Kiernan made a motion to adjourn the meeting. Lilia Rodriguez seconded the motion. The motion carried unanimously, and the meeting was adjourned at 8:07 p.m.