

Approved July 19, 2022
Pelham's Crossing Community Association, Inc.

Board of Directors Meeting Agenda

Tuesday, May 24, 2022

7:00 PM

Landmarc Real Estate, Inc.

- I. Call to Order:**
Chris Keyes called the meeting to order at 7:04 PM.
- II. Welcome & Introductions:**
Jen Britto, Brent Durbin, Mike Gillis, Chris Keyes, Dave Leinberger, and Brenda Steger in attendance. Katie Taylor with Landmarc. Real Estate, Inc. also in attendance.
- III. Verification of Quorum:**
Quorum verified with 6 out of 7 Board members present.
- IV. Approval of the Agenda:**
Brent made a motion to approve the May 24, 2022 agenda as presented. Seconded by Mike. Motion carried.
- V. Approval of Meeting Minutes:**
 - a. March 21, 2022**
Chris motioned to amend the minutes to correct the typo of his last name under Verification of Quorum. Seconded by Brent. Motion carried.
- VI. Enter into Executive Session:**
Executive Session deferred until the end of the meeting as there were no attendees.
- VII. Exit Executive Session & Note All Actions Taken:**
- VIII. Community Comments: (Limit 3-5 minutes per Homeowner)**
One homeowner in attendance, there are overhanging common area trees behind the homes on Kupperton that are cause for concern. Chris confirmed that topic is on the meeting agenda.
- IX. Officers Reports:**
 - a. President**
Nothing major to report, a community landscaping walk through was complete with Katie and James from LandPro, LLC regarding the community culverts and their recommendations. There is a need to obtain a plat for the entire community as a whole and a more comprehensive inventory of land and assets in the next reserves update. A strategic planning session may need to be added to a future agenda or a separate meeting scheduled.
 - b. Treasurer: Financials January 31, 2022**
No Report
 - c. Other**
No Report

Next meeting is on Monday, July 18, 2022

X. Management Report:

Katie reviewed the management report as presented.

XI. New Business:

a. Culvert & Landscaping Clean Up Proposal

Brent motioned to award LandPro, LLC the clean-up proposal of the woodline along Kupperton & Cahill for \$2,000.00 with a vegetation removal and a rip rap install on the first two Culverts on Cahill for \$7,000.00.

The hourly walk-through of the culverts to clear overgrown vegetation and establish drainage was also approved for an 8-hour maximum, at a total cost of \$1,600.00.

Seconded by Dave. Motion carried.

b. Kupperton Court Tree Removal Proposal

Dave motioned to award Arbor Care Complete Tree Service the tree removal proposal for option 1 for \$1,025.00. Cut tree will be left for removal by LandPro, LLC. Seconded by Brent. Motion carried.

c. Benchmark Entrance Plantings Discussion

Board discussion concurred the topic would be closed and no action taken at this time. Discussion will be revisited at a later date once the grass has reestablished.

XII. Old Business:

a. Architectural Guidelines Update

Chris will send over his comprehensive edits at a later date. The Board will need to review and provide final input to put the draft up for approval.

XIII. Enter into Executive Session:

Brent motioned to enter into Executive Session at 8:10 to discuss compliance, delinquencies, and expanded financials. Seconded by Dave. Motion carried.

XIV. Exit Executive Session & Note All Actions Taken:

Dave motioned to exit Executive Session and vote on actions taken at 8:49 PM. Seconded by Mike. Motion carried.

Compliance Hearings:

Case 522A – Brent motioned to grant 30 days to correct the violation, with fines of \$10/day to commence if left uncorrected. Seconded by Dave. Motion carried.

Case 522B – Dave motioned to grant 30 days to correct the violation, with fines of \$10/day to commence if left uncorrected. Seconded by Brenda. Motion carried.

Case 522C – Mike motioned to grant 30 days to correct the violation, with fines of \$10/day to commence if left uncorrected. Seconded by Jen. Motion carried.

Case 522D – Brenda motioned no further action be taken as the violation has been corrected. Seconded by Brent. Motion carried.

Case 522E – Dave motioned to grant 30 days to correct the violation, with fines of \$10/day to commence if left uncorrected. Seconded by Mike. Motion carried.

Case 522F – Brenda motioned to grant 30 days to correct the violation, with fines of \$10/day to commence if left uncorrected. Seconded by Dave. Motion carried.

Case 522G – Jen motioned to grant 30 days to submit an application, with fines of \$10/day to commence if left uncorrected. Seconded by Brenda. Motion carried.

Case 522H – Brent motioned no further action be taken as the violation has been corrected. Seconded by Brenda. Motion carried.

Case 522I – Brenda motioned to grant 30 days to correct the violation, with fines of \$10/day and injunctive relief to commence if left uncorrected. Seconded by Dave. Motion carried.

Case 522J – Mike motioned to grant 30 days to correct the violation, with fines of \$10/day to commence if left uncorrected. Seconded by Brenda. Motion carried.

Case 522K – Jen motioned to grant 30 days to correct the violation, with fines of \$10/day to commence if left uncorrected. Seconded by Dave. Motion carried.

Case 522L – Mike motioned no further action be taken as the violation has been corrected. Seconded by Dave. Motion carried.

Violation Charges Waiver Request, Case 522M – Brent motioned to waive the fines of \$900.00 as requested. Seconded by Dave. Motion carried.

XV. Motion to Adjourn:

Brent motioned to adjourn the meeting at 8:58 PM. Seconded by Dave. Motion carried.

Minutes respectfully submitted by Katie Taylor, Community Manager.