

**TANYARD SPRINGS HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
7 P.M. ON TUESDAY, APRIL 12, 2016**

The Board of Directors of the Tanyard Springs Homeowners Association met on April 12, 2016 at Tanyard Springs Clubhouse. The following persons were in attendance:

BOARD OF DIRECTORS

Lance Konig, President

William Ward, Secretary

David Harthman, Director

Scott Brownstein, Vice President

Jayla Walters, Treasurer

Randy Summers, Community Manager, CMC

Dee Singleton, Portfolio Manager, CMC

Recording Secretary, just a MINUTE!

Tamru Demsash, Assistant Manager, CMC

REGULAR SESSION

STATEMENT OF EXECUTIVE SESSION

On March 8, 2016, the Board met in executive session to ratify electronic votes, as well as discuss delinquencies, towing contracts and the management contract.

CALL TO ORDER

This meeting was called to order at 7:07 p.m. by Lance Konig.

AGENDA

Lance Konig made a motion to approve Agenda. No objections, motion passed.

MINUTES

Lance Konig made a motion to approve Minutes of the Regular and Executive sessions on March 8, 2016 as presented. William Ward seconded, motion passed.

William Ward made a motion to amend the February 9, 2016 Minutes to include Michael Brown as a member of the Communication Committee. Jayla Walters seconded, motion passed.

Board Member	In Favor	Opposed	Abstain	Absent
Lance Konig	X			
Scott Brownstein	X			
Jayla Walters	X			
David Harthman	X			
William Ward	X			

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OPEN FORUM

Michael Brown expressed concerns that on February 26, 2016 there was no statement of the Executive Session for the February meeting and the discussion points for the communications committee were listed for the rules and regulation committee.

Gunnar Lindberg inquired about the agenda item regarding comment periods. Lance Konig explained that this is a potential new policy, not specifically related to any current issues.

Steve Roberts expressed concern that the website link for the agenda was not working. He submitted a request to Management and was redirected to the website. He feels that his concern was not heard. Lance Konig explained that this matter was discussed with Management and the website link issue may have been due to a last minute agenda alteration requested by the Board.

Raymond Hodge explained that he still has not received a sufficient response from the attorney. Mr. Hodge stated that he is disappointed in the professionalism of the attorney due to their level of response. Mr. Hodge stated that he wants to be presented with the specific votes for who on the Board voted for or against him.

Homeowner is requesting an extension to allow him more time to get his boat titled. Lance Konig explained that the boat is on a county road and the HOA has no jurisdiction for allowing an extension, and it is therefore recommended that the boat be moved to a storage area.

Dan Zadra inquired about the budgeted amount for the newsletters and whether or not the amount will decrease as the newsletters are sent out electronically. Lance Konig explained that the plan is to reduce the newsletter cost; however the budget money also includes the cost to mail the notice of the annual meeting to all homeowners. Homeowner also inquired about the process to apply for the DRC, as there are currently no members on the committee, and what the fee will be. Lance Konig explained that the fee is \$20, absorbed by the HOA, and the applications will be reviewed by the Board. Jayla Walters explained that the fees were established due to the applications being sent to Chantilly for processing. The fees are waived if the applications can be processed in house by either a committee or the Board.

COMMITTEE REPORTS

A. **SOCIAL COMMITTEE** – Jayla Walters explained that the committee recently had a community clean up event that was successful. The committee would like the Board to sponsor a movie night on July 9th and the committee would like to have funds for popcorn machine rental and beverages. The committee also would like the Board to give an idea of when the next event should take place, whether it be an additional summer activity or a fall activity.

B. **NEIGHBORHOOD WATCH COMMITTEE** – No report at this time.

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- C. **COMMUNICATIONS COMMITTEE** – Michael Brown stated that the newsletter was released and they are currently working on the May edition. The newsletter is released monthly and that advertisements are included for three consecutive months. The committee is seeking volunteers.
- D. **DESIGN REVIEW COMMITTEE** – This committee is currently seeking volunteers. The Board has reviewed approximately 10-15 applications within the last 2 weeks.
- E. **RULES AND REGULATIONS COMMITTEE** – No report at this time.

MANAGEMENT REPORT

Tamru Demsash presented that there are several issues with utility boxes in the area that are in the process of being repaired. Pool passes have been ordered and so far there is good reception with the price for the chaperone cards.

Randy Summers presented that he is in process to resolve an issue with trees needing to be removed. The county will not assist in this matter, due to the location of the trees. Randy will make an inquiry to Lennar for review and possible assistance on property that was turned over to the HOA.

TREASURER'S REPORT

Tamru Demsash presented the treasury report for February 2016.

Operating Accounts	\$354,093.84
Delinquent Accounts (177)	\$ 60,680.63
Total accrued reserves	\$592,165.78
Unappropriated Owner's Equity	(\$ 60,187.29)

Jayla Walters sent an email inquiry regarding how the credit was listed on the recent statements. Dee Singleton stated that she will research the issue and will present her findings to the Board.

MATTERS FOR BOARD DECISION

ACTION ITEM 1 – Code of Conduct

The Board requested a Code of Conduct for Committee Members. The Code of Conduct that was presented to the Board is not what was requested. The Board asked Randy Summers to make another request to legal counsel for another code of conduct for committee members from Atty. Ray Via.

ACTION ITEM 2 – Ratification of Electronic Vote

Lance Konig motioned to ratify the Tanyard Springs Board of Directors unanimous email vote to purchase additional insurance at \$181 for a yearly blanket premium insurance policy for the HOA, in addition to, the HOA's General Insurance Policy coverage continuation, and expensed to GL Acct. 5445 – General Liability Insurance Premiums. William Ward seconded, motion passed.

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Lance Konig	X			
Scott Brownstein	X			
Jayla Walters	X			
David Harthman	X			
William Ward	X			

ACTION ITEM 3 – Dissolution of Petty Cash

Lance Konig inquired about the process for committees to get cash for necessities if petty cash is no longer available. The topic of a committee credit card or debit card was discussed. The Board may consider other reimbursement options before approving the dissolution of the petty cash account.

ACTION ITEM 4 – Schedule Starting Date

Lance Konig motioned to approve May 2, 2016 as a starting date for the newly approved rules and regulations schedule. On this date a new list of R&R violations will be implemented, which will allow a uniform starting date for all R&R violations. Until then, Management will follow the current due process of notifications and fine schedule for R&R violations. William Ward seconded, motion passed.

Board Member	In Favor	Opposed	Abstain	Absent
Lance Konig	X			
Scott Brownstein	X			
Jayla Walters	X			
David Harthman	X			
William Ward	X			

DISCUSSION ITEM 1 – Design Review Resignation

The Board acknowledged the resignations of Amanda Richards, Dave Grebowsky, and Dustin Hedgepeth from the Design Review Committee.

DISCUSSION ITEM 2 – Rules and Regulations Resignations

The Board acknowledged the resignations of Doug Robinson, Michael Richards, Steve Roberts, and Gunnar Lindberg from the Rules and Regulations Committee.

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DISCUSSION ITEM 3 – Mailboxes

Jayla Walters explained that the Board has received several notices that homeowners in the neighborhood are altering the look of mailboxes. The mailboxes are still currently acceptable according to the USPS guidelines; however there is no guidance in the design documents regarding mailboxes.

DISCUSSION ITEM 4 – Reserve and Investment

Jayla Walters discussed the need to make reserve contributions monthly to fund the reserve account. It is recommended to have the contributions be at a minimum of \$5 per home, per advice received from an HOA financial advisor.

Jayla Walters motioned to have monthly contributions in the minimum amount of \$6,435 on the 25th of each month. Lance Konig seconded, motion passed.

Board Member	In Favor	Opposed	Abstain	Absent
Lance Konig	X			
Scott Brownstein	X			
Jayla Walters	X			
David Harthman	X			
William Ward	X			

Jayla Walters motioned to approve Morgan Stanley as the reserve fund adjustment broker. Lance Konig seconded, motion passed.

Board Member	In Favor	Opposed	Abstain	Absent
Lance Konig	X			
Scott Brownstein	X			
Jayla Walters	X			
David Harthman	X			
William Ward	X			

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Jayla Walters motioned that in January 2017, the Board will review their financial health as to whether they will be able to add in an additional payment to reserves. Lance Konig seconded, motion passed.

Board Member	In Favor	Opposed	Abstain	Absent
Lance Konig	X			
Scott Brownstein	X			
Jayla Walters	X			
David Harthman	X			
William Ward	X			

DISCUSSION ITEM 5 – Phone Call Time Management

Dee Singleton explained that there has been an influx of anonymous phone calls to the clubhouse. These calls are hang-ups and are extremely distracting when Management is currently working with homeowners. Verizon offers a feature to deter this from happening. Dee Singleton will get all of the information regarding this feature and will present the information to the Board.

DISCUSSION ITEM 6 – Clubhouse Coverage Clarification

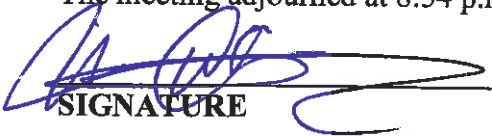
Dee Singleton discussed that during the times that any manager is ill, she will be in the clubhouse during regular office hours to be sure that there are always 2 managers on staff at all times. When this occurs, the Board will be notified as soon as possible.

DISCUSSION ITEM 7 – Meet the Candidates Night

The Board will need to hold the Meet the Candidates night prior to the Annual Meeting. This will be held May 24, 2016 at 7:00 p.m. in the Tanyard Springs Clubhouse. New candidates will need to submit their bios to Management by close of business on Monday, May 9, 2016.

ADJOURNMENT – NEXT MEETING – MAY 10, 2016

The meeting adjourned at 8:34 p.m.


SIGNATURE

5/10/2016
DATE