

TANYARD SPRINGS HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING
7 P.M. ON TUESDAY, NOVEMBER 10, 2015

The Board of Directors of the Tanyard Springs Homeowners Association met on Tuesday, November 10, 2015 at Tanyard Springs Clubhouse. The following persons were in attendance:

BOARD OF DIRECTORS

Lance Konig, President

Jayla Walters, Treasurer

Scott Brownstein, Vice President

David Harthman, Director

Brandi Burke, Secretary (absent)

Randy Summers, Community Manager, CMC

Recording Secretary, just a MINUTE!

Tamru Demsash, Assistant Manager, CMC

Dee Singleton, Portfolio Manager, CMC

REGULAR SESSION

STATEMENT OF EXECUTIVE SESSION

On October 13, 2015, the Board met in executive session to discuss financial delinquencies and management contract.

CALL TO ORDER

This meeting was called to order at 7:05 p.m. by Lance Konig.

AGENDA

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

MINUTES

Jayla Walters made a motion to approve the Regular Session Minutes of October 13, 2015 as presented. Scott Brownstein seconded, motion passed. Lance Konig made a motion to approve Executive Session Minutes of October 13, 2015. Jayla Walters seconded, motion passed.

SPECIAL BUSINESS

The Board presented Theresa Brownstein with a certificate of appreciation and gift card for all of her service to the community via the Social Committee.

OPEN FORUM

Homeowner expressed concern with the financial report and where the breakdown of legal fees is noted. Jayla Walters stated that there is a breakdown of fees on the invoices. Homeowner asked if this information could be shared with the community. The Communications Committee stated that they could add a general section to the newsletter informing the community of the legal fees.

Homeowner inquired about the process to get items on the agenda for discussion. Lance Konig

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explained that the Board meets on topics in the best interest of the community and homeowners. Jayla Walters explained that there are also Town Hall style meetings, specifically around the time of the annual budget, where homeowners can discuss topics. The Board asked Management to purchase books on Robert's Rules of Order and/or a Book on Board orientation. Management stated they will do that, but strongly recommended for the Board to re-attend the Board Orientation class offered to them by the HOA legal counsel at no cost to the HOA. Management is continuing to solicit companies that will offer solar power light poles/solar panels for the clubhouse roof and obtain proposals, for future Board discussion.

COMMITTEE REPORTS

- A. SOCIAL COMMITTEE** – Theresa Brownstein presented that the Halloween celebration went very well. There will be a charity drive for winter coats and a children's holiday party in the future.
- B. NEIGHBORHOOD WATCH COMMITTEE** – Last month's meeting included a session with local police officers. There is also community wide neighborhood watch and signage that is free through the County if enough homeowners are interested.
- C. COMMUNICATIONS COMMITTEE** – Ray reported that the committee met to discuss how the community newsletter will be funded and whether or not the newsletter will continue to include advertising. The committee also discussed surveymonkey.com and Facebook.
- D. DESIGN REVIEW COMMITTEE** – Barnabas Domowski explained that the committee is now working on the language for the new design documents for fencing/gating options.
- E. RULES AND REGULATIONS COMMITTEE** – Gunnar Lindberg presented that the committee asks that the Board allow the committee to meet with them during the next interaction with the towing company in order to best form the regulations.

MANAGEMENT REPORT

Tamru Demsash presented that the rules and regulations enforcement and architectural applications have resulted in monetary savings to the community.

Randy Summers presented that negotiations have resulted in reduction in the cost of trash collection and pet waste by over \$1000. A representative of the Board of the Greater Pasadena Council has expressed interest in hearing the concerns of the community regarding school bus stop locations. The Board would like for the Chairman or another County official to be invited to an upcoming Board meeting. Management will pursue a possible meeting date with an available County official.

Jayla Walters motioned to remove from the architectural report any 2014 violations and instead only use the report for rules and regulations. Lance Konig seconded, motion passed unanimously.

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

Jayla Walters motioned to have management provide the board with a weekly site report for common areas in the community. Lance Konig seconded, motion passed unanimously.

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

TREASURER’S REPORT

Tamru Demsash presented the treasury report for September 2015.

Operating Accounts	\$ 197,122.64
Delinquent Accounts (157)	\$ 65,348.93
Total accrued reserves	\$599,100.78
Unappropriated Owner’s Equity	(\$ 19,251.34)

MATTERS FOR BOARD DECISION

ACTION ITEM 1 – Electronic Board Books

Lance Konig motioned to approve eliminating the physical Board books, typically used each month, and implement electronic Board packages for the monthly Board meetings with the expectation that all Board members shall provide their own electronic devices capable of supporting the electronic Board files needed for the meeting. A physical Board book will still be created for the resident’s library. The new electronic Board package procedure shall commence on November 11, 2015. Scott Brownstein seconded, motion passed unanimously.

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

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ACTION ITEM 2 – VOLO Village

Lance Konig motioned to table the decision for VOLO Village at this time. Scott Brownstein seconded, motion passed unanimously.

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

ACTION ITEM 3 – Electronic Vote Ratification

Lance Konig motioned to ratify the Board’s electronic vote to replace five dead white pine trees located near the dog park, with five fresh white pine trees. The trees will be 6’ to 7’ in height, freshly mulched and staked, and all related debris will be removed from work site, once installation is complete, at a cost not to exceed, \$965 and expensed to GL Acct #6160 – Tree Maintenance. Jayla Seconded, motion passed unanimously.

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

ACTION ITEM 4 – Snow Removal Addendum

Lance Konig motioned to approve the Atlantic Maintenance Group proposal for 2015/2016 snow removal services for the Lot #1 area, as an addendum to the original snow removal contract, with optional year extensions through 2017. Snow removal costs for this area would be expensed to GL Acct #9948 – Snow Removal reserve expense. Jayla Walters seconded, motion passed unanimously.

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

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ACTION ITEM 5 – Facebook

Scott Brownstein motioned to appoint the Communications Committee to establish a community Facebook page on a three-month trial basis. Jayla Walters seconded, 3 ayes, 1 nay, motion passed.

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

ACTION ITEM 6 – Board Resignation

The Board acknowledged the recent resignation of Brandi Burke from the Board of Directors.

DISCUSSION ITEM 1 - Stamps

Tamru Demsash explained that Stamps.com has a 15.99 flat fee which can be opted out at any time. Additional fees will be needed for certified mail at an approx. cost of \$24.99/mos. Lance motioned to approve the use of Stamps.com to mail architectural applications from the clubhouse. Jayla Walters seconded, motion passed unanimously.

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

DISCUSSION ITEM 2 - Towing Contract Update

Multiple towing contractors were solicited for HOA towing contracts. Management was asked to set up a meeting between the Board and the proposed towing company, once a suitable time has been determined for both parties.

DISCUSSION ITEM 3 - Template

Lance Konig motioned to have a standard e-blast template for committee meetings. Jayla Walters seconded, motion passed unanimously. Management was instructed to use the new template once it has been created and approved by the Board for use.

Board Member	In Favor	Opposed	Abstain	Absent
Lance Konig	X			

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Scott Brownstein	X			
Jayla Walters	X			
Brandi Burke				X
David Harthman	X			

DISCUSSION ITEM 4 – Rules and Regulation Revisions

The Rules and Regulations Committee has requested the support from the Board in regards to the first section of revisions to the fee schedule. Jayla Walters motioned to task the Rules and Regulations committee to research the governing documents in order to insure that all cure period times and governing procedures are aligned. Lance Konig seconded the motion and was passed unanimously.

DISCUSSION ITEM 5 – Ad Hoc Committee

The Board agreed to send out an additional e-blast seeking out members to a new Ad Hoc Committee with a deadline of December 1, 2015. The e-blast should also include the message that all committees are seeking out new members at this time.

ADJOURNMENT

The meeting adjourned at 8:16 p.m.

SIGNATURE

DATE