Phase I Board of Directors Meeting Minutes April 21, 2026

I. Called to Order by Theresa Ann Torchin, President at 5:30 PM

II. In attendance: Theresa Ann Torchin, President; Chris Mullen, Vice President; Kay Finkelstein, Treasurer; Mark Salgueiro, Director

Also in attendance: Karen Wiseman, Wiseman Tax; Sebastian Scannavino, Website Administrator
Although invited, Phase I Fining Committee members did not attend

Sebastian Scannavino provided an overview of the changes made to the website addressing the issues raised at the Annual Meeting. This included an overview of the website access and privacy structure; a navigation menu update; a website registration information update and a new members only logout button. He further verified that the website would be able to work with Truist banking system if the association wished to pursue an online payment option. Theresa Ann Torchin and Kay Finkelstein will meet with a Truist representative prior to the next Board meeting to explore these options.

III. January 20, 2026 Board of Directors Meeting Minutes were accepted without change: motion Theresa Ann Torchin, second Kay Finkelstein.

IV. Financial Reports:
The quarter ended with a balance of $64,842.68.
There are no pending or completed sales this quarter.
There is one delinquency. Several multi-month payments were lost in the mail.
There was a correction of one payment erroneously listed as Phase I but was Phase III which was corrected.
Due to a much lower than expected tax payment and a much higher than expected insurance payment, a line-item adjustment in the amount of $216.00 was made from the tax budget line to the insurance budget line.
All reports and changes were unanimously approved.

V. Unfinished Business:
Clean out of pop-up drains and dredging of the drainage ditch from Seven Springs Blvd to Westmoreland Court have both been completed. The total cost of the trenching was $2500.00 including purchase and installation of rock and a couple of pop-up drain covers.

VI. New Business:
A. Fining Status
1. $25.00 fine for failure to provide Contact Information:
2948 Westmoreland (provided/withdrawn)
3005 Westmoreland (fine assessed)
2. $25.00 fine for failure to provide Tenants Summary
2955 Stilwell (provided/withdrawn)

3. $50.00 fine failure to leash dog on private property
   3005 Stilwell (fine assessed)
4. $50.00 fine failure to collect pet waste
   3005 Stilwell (fine assessed)

B. Resignation of Stacie Segal and reorganization of Board
   Kay Finkelstein will now assume the title Secretary/Treasurer unless another owner volunteers for the position. The minutes of the Annual Meeting will be submitted by Theresa Ann Torchin as Stacie Segal resigned without having completed them.

C. Directors/Officers training has begun and should be completed by all members of the Board of Directors by July 1, 2026.

The meeting was adjourned at 6:17 PM.

Next meeting is July 21, 2026 at 5:30 PM hybrid in person/GoToMeeting.

Respectfully submitted,
Kay Finkelstein, Secretary/Treasurer