

EAGLEWOOD ASSOCIATION, INC
BOARD OF DIRECTORS MEETING MINUTES
February 12, 2024-Eaglewood Office

Meeting called to order: by Steven Cook at 5:58pm

Roll call of officers - Present: Board members: Steven Cook, Anna Tapps, Deena Bradley and Wallace Thomas

Operations Manager: Seth Spence

Office Manager: Kaye Carleton

Previous Meeting Minutes: December 18, 2023 Board of Director's Meeting -approved
December 30, 2023 Official Action-approved
January 8, 2024 Board of Directors' Meeting (a quorum was not present no minutes to approve)

Reports of Officers:

President: Steven Cook

- Unsure if he will seek reelection
 - May possibly look at different decision

Design Committee: Anna Tapps

- Anna has decided not to run for the Board in May
- Feel the association is in a good place as far as the employees

Judicial Council: Vacant

- No appeals pending

Secretary/Communication Chair: Deena Bradley

- Website
 - Payment portal
 - AppFolio now replaces that
 - Change to payment information
 - Keeping the Dues Timeline and Collection Policy
 - Picture of yard needs to be changed
 - Takes up a lot of space

Treasurer: Vacant-Wallace Thomas

- Would assist in helping the new treasurer get acquainted with the position
- Reserves of \$1.6 million
 - Will meet with Gavin to discuss roll over funds
- Capital Budget
 - Is inflation factored in?
 - Adding in Consumer Price Index will show a better picture of the prices in five years
 - Add 4% inflation to each annual total
 - VEI's recommendations to improvements over the next five years is \$1.73 million

Operations Manager: Seth Spence

- J String
 - Breaker down will be a springtime repair
- Winter Maintenance
 - Will be riding with contractor to identify snow issues
 - Hauling to increase storage
 - Placing end of Sokolof Circle
- VEI N Mitkof Proposal
 - They will be in touch soon

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- Vacuum Truck
 - Drains have not been cleared in several years
- When the Montague ditch is cleared it will be on posted on Facebook

Office Manager: Kaye Carleton

- Collections Update
 - Delinquency report is lengthy
 - Many on autopay have not converted to the new software
 - Receivables are at \$83,000
 - Motion: Late fee Holiday for 1st quarter 2024 owing one quarter or less.
 - Vote: All in favor

Unfinished Business:

- Dues Increase
 - Announce a dues increase as of July 1, 2024 in a separate mailing
 - Wally will create the letter showing the data
 - Looking at Budget and Long Range Budget
 - Mention in the Newsletter that there is a going to be a dues increase
 - Motion: Move to amend the dues increase motion to the following: That the dues increase not take place until July 2024. The increase will be \$10 per month, with a final vote to take place at the January 2024 Open Board Meeting.
 - Vote: 5-in favor (1-by proxy)
 - Voted on at the November 22, 2023 Board of Director's meeting
 - The plan was to have final voted at the January meeting
 - No quorum was present
 - Discussion: An increase of \$5 per month on January 1st had originally been discussed. The amount was approved in the budget. The determination to postpone the increase until July prompted the increase to \$10 per month. This will allow for a greater time before a next potential increase. \$120 a year should keep the projects going for 3 years. Will announce April 1st. The data was not sufficient.
 - Motion: Increase dues to \$10 per month effective July 1st, 2024
 - Vote: All in favor
- VEI Study
 - Needed to estimate redoing sidewalks not resurfacing
 - Also allows for lighting conductors to be replaced
- Streaming Meetings
 - Facebook streaming
 - Set up new group
 - Requiring questions to be answered before verification
 - Once approved it would be up to the individual to monitor when meetings are
 - Trolls creating memes could be a potential problem
 - AI technology is common
 - Additional work for little attendance
 - Broadcasting just the audio is an option
 - Discourages participation for potential Board positions
- Meet and Greet
 - May 11th 11:30-2:30
 - Look at planning for 200 attendees
 - Provide BBQ options
 - Closing Eaglewood Loop after 4-way stop and Andreanof Drive
 - Utilizing sterno products to keep warm

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- Bring proxies to the event

New Business:

- Board Candidates
 - Have an informal meeting with potential candidates
 - Schedule for March 25th
- Contracts
 - Employees need to review contracts to be signed in January
 - Kaye has requested an additional week vacation as she has just completed her tenth year with Eaglewood
 - Motion: Approve an additional weeks leave for Kaye
 - Discussion: Previously had an attorney look over contract. Contracts are out of compliance with state law. Need to seek an employment attorney to change the verbiage to meet compliance.
 - Vote: Approve additional week leave for Kaye
- Homeowners conduct at meetings
 - A letter will be sent
 - The gavel will be used

Meeting adjourned at 7:49 pm

Jim Cook 3/11/2024
Approved Signature/Date

Deena Bradley 3-11-2024
Secretary/Communication Chair
Signature/Date