

The Glen Filing No. 5 Homeowners Association, Inc.

Board of Directors Meeting Minutes

April 29, 2021

The Glen Filing No. 5 HOA Board Meeting was held via web conference and was called to order at 6:04 p.m. by Ray Shaw. Present were:

Ray Shaw	President
Danielle Reed	Vice President
Jerry Brown	Secretary
Darren Burns	Property Manager
Debra Oppenheimer, Esq.	General Legal Counsel/Altitude Law
<i>Absent: Raymond Mutchock</i>	<i>Director at Large</i>
<i>Jonathon Munoz-Perez</i>	<i>Director at Large</i>

Previous Months' Minutes: None.

Finance Report: Darren asked the Board to confirm the approved budget for 2021 to be entered into his financial software for accurate records. Based upon the budget he believed was ratified, he presented the report. Through March 31st, the Association has \$46,281 of aged receivables. However, as of April 23rd this amount has dropped to \$37,017 so progress is being made. The operating cash on hand is \$45,376.41 with \$15,201 in general reserves and \$9738 in the reserve account for Barn Swallow. The Association is currently \$484 under budget (5.5%) and has funded \$1318 to reserves. This is behind budget, but an adjustment can be made now from current cash or at year's end. The largest variances on the budget are admin. costs and legal expenses.

It appears Big "R" overbilled \$100 on snow removal and the additional snow costs were actually allocated to Lawn Contract and need to be reallocated. Due to annual assessments, the Board decided to do a one-time year end reserve transfer.

Darren invited Debra to provide a review of all the open legal accounts for Covenant enforcement and collections. Some of the accounts are still with Cornerstone Law and Audra from Z&R is researching the cost to transfer them. There is a potential cost because the cases are on a cost share program with Cornerstone so fees may be due prior to transfer. Debra gave up to date information on four accounts for Covenant enforcement and will be sending future updates. Ray made a motion to move 2 accounts from Cornerstone to Altitude and 4 will remain until resolution with Cornerstone.

Unfinished Business: None.

Items Approved Between Meetings: The creation and launch of www.glen5.com was

approved and the site is now up and running, but still needs to be populated prior to being published to the Community.

New Business: Danielle raised the topic of “the hole.” The Lot at 8412 Sedgewick had foundation excavation done and was abandoned thereafter and has been a problem for years. The Board authorized Z&R to take the most aggressive legal measures possible to gain compliance and resolve the matter. That will begin with Covenant enforcement and fine assessment and may evolve into litigation if approved by the Board.

Devin from Z&R will coordinate with Ray to do a full drive through of the Community so summertime inspections can be scheduled. Darren informed the Board that Z&R is upgrading all their systems and software mid-summer to the Cinc program. Besides improved service, the only change will be the need to move the operating account to a new bank that is compatible with the Cinc platform.

Darren will get pricing for solar lights over the mailboxes and Devin from Z&R will get photos during his inspection with Ray and get in touch with an asphalt provider for a quick proposal for Barn Swallow. Z&R will also get tree health care proposals for the Association’s trees. Danielle will count the mailboxes and send the number to Darren to get a hard cost.

An ACC request for new paint colors on 7425 Waterside was reviewed and unanimously approved. Darren will confirm the request came with the consent of the Owner and follow up with an approval.

Future Agenda Items: Covenant enforcement reports, update on the “hole,” addition of new light posts over the mailboxes. Tree maintenance/health plan. Road patching on Barn Swallow. Rule on backyard minor alterations and pre-approved color pallet for the website. Adjustment of maintenance responsibilities for Autumn Glen (5’ behind fence line).

The meeting was adjourned at 7:45 p.m. The next Board meeting is scheduled for July 27, 2021 at 6:00 p.m. There will be a Community meet and greet on June 7, 2021 at 6 p.m. on Gotomeeting.

Jerry Brown
Secretary

Darren H. Burns
Property Manager