

Devon Hills Homeowner's Association
Board of Directors
Minutes
January 30, 2023

Agenda**I. Call to Order & Establish Quorum**

The meeting was called to order at 6:00 pm with a quorum established. Those attending via Zoom were Justin Baker, Rob Crosby Hoar, Harry Perret, Lee Robinson, Chip Waterfield and Sandy Williamson. Dave Howard, ex-officio member and web administrator, was present as well as Dick Krebs, who represents Synergy Management.

II. Minutes

The minutes were submitted for approval via email on 10/23/2022. Sandy moved for approval with Harry seconding the motion. The minutes were approved.

III. Financials

Dave Howard sent out the 2nd and 3rd quarter financials via email on 10/18/2022 and a corrected version on 10/23/2022. On 10/25/2022 approval for the 2nd quarter was made by Sandy and seconded by Rob and the financials were approved. Also on that date, the motion for approval for the 3rd quarter was made by Sandy and seconded by Rob and approved by the Board.

At the meeting the financials for the for the 4th quarter were reviewed. Rob moved for approval with Justin seconding the motion. The Board voted for approval.

Both Justin and Rob suggested investigating an alternate count for investment so that the savings could earn more interest. Justin recommended MaxMyInterest and Rob said he would check with his accountant an report back to the Board as to suggestions.

IV. New Business

- A. Death of shrubs:** Sandy brought to the Board's attention that the hard freeze after Christmas likely killed the laurels, nandinas and knock-out roses. The spring will reveal what lived and what didn't.
- B. Annual Meeting Planning:** Dave presented the Agenda for the upcoming Annual Meeting on Feb. 6th.

Annual Meeting Agenda and Presentation

- I. Call to Order and Establish Quorum**
- II. Minutes**
- III. Financials**
- IV. New Business**
 - a. Message from Justin Baker**
 - b. Pond Liner Update**
 - c. Election**
 - d. Comments and Questions**
- V. Adjournment**

Much of the discussion focused on the budget for the coming year. In reviewing the 2022 final summary, it was noted that two line items had unexpected expenditures that greatly exceeded the estimated expenditures. Tree Removal was almost 3 times the expected cost at roughly \$17,000. Entrance Areas required another large expenditure, roughly \$2700, to replace the original lights around the pond area. The Contract for Grounds with Isacc's Rock increased by about \$4,000. Pond Upkeep and Berm Repair ran roughly \$700 over expectations.

Discussion turned to ways to meet the shortfall. It was recognized that Tree Removal will probably be a large line item expense and that there is practically no line item in the Operating Budget that has any excess. Raising dues seems to be the logical solution to meet expenditures.

It was decided that Harry and Dave would work on the presentation to the Annual Meeting and the new Board would take whatever steps it deems necessary to meet the budget.

V. Adjournment of Meeting

With all business being concluded, Rob moved to adjourn, Sandy seconded, and the Board approved adjournment.

VI. Board Actions prior to Meeting

1. 10/17/2022: Email organizing Community Gathering was sent out. Follow-up emails to the community were sent. The Community Gathering was held on Saturday, Oct 22nd with various members of the Board providing food, drinks, firepit and utensils.
2. 10/23/2022: Email Approving Community Yard Sale sent out. Signs were posted, reminders were sent, and the Yard Sale was held on November 5th.
3. The November Meeting was cancelled because all business had been concluded.
4. 11/13/2022: Dick reported that Elder had removed the old Lantana from the entrance areas and Sandy reported that she, Harry and Rob planted the pansies at all 3 entrances. She also notified Synergy of the badly damaged Cherry tree at the South Highlands entrance. Dick directed Elder to remove the diseased limbs.
5. 11/14/2022: Sandy reported a hole adjacent to the storm drain at the entrance to South Highlands. Harry moved to have Elder repair the area, Sandy seconded it and the motion was passed. Dick reported that Elder would address the problem.
6. 11/16/2022: Rob reported to the Board that the Tulip Poplar adjacent to his home but on common land, was dangerous. The Board approved the removal and Dick will arrange to have it removed.
12/5/2022: Dick reported that the tree will be removed at the end of January. **Update:** Dick reported at the January 2023 meeting that the tree would be removed by Sprouts within the next 2 weeks. Rob reported that he will pay half of the removal as he does not want any criticism of favoritism by the Board on his behalf.
7. 12/28/2022: Sandy reported that it was time to make plans for the elections at the Annual Meeting. Chip, Harry, Justin and Nathan are stepping down as their terms end. Nominations were solicited: Board members contacted neighbors and Justin sent out a letter to the community asking for nominations. Several Board members offered suggestions of persons to run and in January, those persons were sent nomination forms which were sent to the Board and then the introduction/biography was sent out via email with a reminder of the Annual Meeting to the community.
8. 11/7/2022 Berm Reminder to community to keep berms clear.
9. 11/14/2022: Notification of ARC at 2528 DVD.
10. 11/21/2022: Notice of car parking on street at 2525 DVD. Dick sent a letter of violation.
11. 11/15/2022: Notice of complaints of non-removal of leaves at 2560 DVD.
12. 1/20/2023: Notice of ticketed abandoned car at Glenway/DVD entrance. It was removed.
13. 12/13/2022: Communication from Synergy to not be sent out as it indicated there would not be a fee increase and the Board makes those decisions.
14. 11/7/2022: New homeowner asked if Synergy provided Leaf Bags, which they do not.

15. 11/15/2022: Discussion of actions to be taken for failure to clear leaves from front of house. No decision was made.
16. 1/27/2023: Rob asked Steve Cox to share his knowledge of the damage to shrubs from the freeze. The answer is to wait until spring to see what lives.
17. 12/14/2022: Electrical Blackouts were responsible for pond pump outage. Dick had O'Brien to reset the pump.
18. 12/20/2022: Discussion of possible ice and freeze precautions.
19. 12/5/2022: Replacement of the Memorial Tree for Rick Osgood will be completed before Christmas.
20. 11/14/2022: Report of suspicious activity and soliciting in the area.
21. 11/16/2022: Complaint over trash can at 2568 GWD and trash in street.
22. 1/23/2023: Report of down tree at 2925 GWD. Dick investigated and notified the owner it was on their property.
23. 11/21/022: Complaint of truck blocking drive of 2912 GWD neighbor.
24. 11/6/2022: Call for Volunteers to plant pansies. (See item 4 above.)
25. 12/6/2022: Communication to all Homeowners about Annual Meeting and Elections.
26. 11/6/2022: Communication over scheduled November Board Meeting. It was not held as business had been conducted electronically. (See item 3 above.)