

**Cliff Rose HOA Board of Directors Meeting Minutes  
October 15, 2020  
Meeting held via Zoom conference call**

**Board Members Present:** Catherine Craig, Marty Zwilling, Peggy Walker, Olivia Lee, Chris Lewis, Libby Zwilling, Bill Colwell, Kamie Cismoski

**HOAMCO Manager Present:** Ashley Beumer

**Residents Present:** Kelly Jones, Bill Baker, Peggy Knoll

**Call to Order:** The meeting was called to order at 2:04 p.m. by President, Catherine Craig.

**Resident Speaker:** The three residents present each spoke at individual private sessions about their concerns regarding violation letters.

**September 17, 2020 Minutes:** Chris Lewis made a motion to approve the September 17, 2020 minutes and Peggy seconded. The minutes were approved.

**HOAMCO Management Report:** Ashley's report stated that the resident (Bernal) who had put their trailer in the RV lot in April initiated a contract, but never signed it. Consistent with the RV space rental agreement, the resident will be responsible for payment from April through the end of the year. The resident has now removed the trailer but have paid no rent. The Board members all agreed that they have given this resident every opportunity to pay and have tried multiple times to contact them with no success. The resident in violation is being uncooperative and we agree that we should continue to seek payment.

Ashley submitted her report on the previous month's activities. She received many calls from both residents and realtors with questions ranging from violations letters, painting, disclosure fees, minimum square footage for new homes, RV parking, lighting issues, etc. She had also sent out multiple emails to the Board regarding violation issues.

She reported that our landscaper, Rodney, was able to clear a common area on Short Line.

The RV lot has 10 spots available and 30 spots occupied.

**2021 Budget Approval:** Bill made a motion to approve the 2021 budget and Peggy seconded.

**Treasurer's Report:** Marty gave his monthly report, showing income of \$241.40 for the past month, and expenses of \$5,796.08. Individual expenses of note included \$4,469.86 to Rodney, catching up on landscaping activities, \$527.00 for legal fees, and monthly HOAMCO charges of \$583.90. The reserve fund has two CDs, now totaling \$55,266.86. When combined with the Operating Account balance of \$10,142.70, this gives us a current cash position of \$66,349.31.

Libby made a motion to approve the Treasurer's report and Catherine seconded.

**Architectural Review Committee Report:** Olivia reported on the past month's requests. It was a somewhat slow month with three residents' getting their requests approved. The requests were for back decking and expansion, patio flooring and patio roofing.

**Social Report:** Libby reported that she has delivered three welcome baskets to new Cliff Rose residents. Welcome to our new neighbors, Terry Gabor on States Street, Steve & Raquel Hunt on Ventnor Circle and Bill Krauss & Stephanie Voss also on Ventnor Circle. Richard J. Lessard has also purchased his home on Boardwalk but will not be moving in until 2021.

Libby is still trying to collect emails and phone numbers from several residents in order to have an up-to-date directory. Many residents have discontinued their LAN lines and are only using their cell phone numbers. If you have disconnected your home phone line, please contact Libby at libbyzw@cableone.net to update the list.

**Maintenance Report:** Catherine received a call from a landscaper asking if Cliff Rose would consider hiring him as their HOA landscaper. We will follow up on that.

Catherine advised that she has been in contact with the City regarding the "clean-up" of Marvin Gardens, Oriental and Boardwalk from the recent work they City has done. The City has sent out notices to those residents living on the three streets that said streets will be repaved beginning October 14th and work on cleaning up the sidewalks and driveways will take place when roads are repaved.

**Compliance Report:** Catherine said that a homeowner on Marvin Gardens will now be able to get his front yard landscaping done due to an agreement with the City.

**Communications Report:** Peggy reported on her research on using Google Voice for future phone calls that may be needed to contact residents. Bill mentioned that Enobi allows for multiple lines and may be worth looking in to. He will forward this information to Peggy.

The Board had received a note from an individual outside of the Cliff Rose area asking if we would take a negative position on the new jail being built on Prescott Lakes Parkway. The Board believes this is an individual matter and we will not be getting involved in that issue.

**Web Site Report:** Marty continues to keep the web site updated. Questions arose as to what kind of information we could add to the website in order to make it more friendly and more informative. One suggestion is to compile a list of vendors that our residents have used and have been satisfied with so that anyone wanting to get some work done can go to the list. If we were to compile such a list, we would have to be clear to our residents that these were names of contractors that were given to us and the Board would not be recommending one way or the other.

**New Board and Committee Positions:** The Annual Meeting was held in September. All the volunteers for the Board were elected. Catherine had prepared a chart and asked each Board member which position they would like to hold. After a lengthy discussion, following are the new positions for each Board member:

<b>President:</b>	<b>Peggy Walker</b>	<b>Social:</b>	<b>Libby Zwilling / Chris Lewis</b>
<b>Vice President:</b>	<b>Catherine Craig</b>	<b>Compliance:</b>	<b>Peggy Walker / Libby Zwilling</b>
<b>Treasurer:</b>	<b>Marty Zwilling</b>	<b>Communications:</b>	<b>Olivia Lee</b>
<b>Secretary:</b>	<b>Libby Zwilling</b>	<b>Website:</b>	<b>Olivia Lee</b>
<b>Maintenance:</b>	<b>Bill Colwell</b>	<b>ARC:</b>	<b>Kamie Cismoski</b>

Olivia, as the new Website Manager, will post these positions and the new bio's on the website.

The next Cliff Rose Board meeting will be held on November 18th at 3:00 p.m. The meeting will be held in the HOAMCO Conference Room unless otherwise directed. Any guests will be able to join via ZOOM conference call.

There being no further business, the meeting was adjourned at 3:31 p.m.

Submitted by Libby Zwilling, Secretary