

Towns of Forest Hills HOA Minutes
September 28, 2020

Board Attendees

Richard Pierce
David Wilson
Timothy Peoples
Waqar Khan
Yolanda Murphy

Cavalier Management:

Jim Uvena
Dan Cullinane
Jillian Cullinane

Meeting was held virtually via Zoom online meeting platform. Richard called the meeting to order at 7:01 pm and established quorum.

Homeowners Open Forum: Frante Desamour attended the meeting and he was looking to change his deck from wood to composite. He also stated that the tree branches were coming over into his yard. Richard stated that the board is working on this issue.

Minutes form August 24, 2020: David made a motion to approve the minutes as written. Waqar seconded the motion.

New board Positions: Richard made a motion to approve the 8-20-20 action, which brings Yolanda on the board. David seconded that motion. Richard also made a motion to make Waqar the secretary and Timothy the treasurer. David seconded that motion. Timothy and Waqar accepted those positions.

2021 Proposed Budget: Jim stated that the budget needed to be approved by the board on October 31, 2020. Richard propped that management look into getting a loan for this project. Jim stated they would talk to the bank about options. He also stated that he would give our tree cost for the past 5 years.

Current Proposals Procedures: Richard stated that for emergency projects (i.e. landscaping) that we remain sole source and get three bids for all other projects. This items was tabled for the next meeting.

Retaining Wall Proposals: Richard suggested we get additional bids for the price of concrete instead of wood.

Tree planting proposal: Timothy made a motion to approve this proposal. David seconded that motion. Yolanda was the only person who abstained from approval.

Paving & Striping Proposals: The stated that this item would be tabled until management talked to the bank.

Other business: Richard stated that Waqar suggested the board get more organized with the emails. So each project will have its own email string and project number. The project number will be MMY-#. Richard also ask about an emergency action plan and Jim stated we don't have one. Jim also stated that no other boards they manage have one either. Waqar asked about purchasing land on canary. Jim stated they would check to see how much it would cost. Richard asked about the status of non dues payment. Jim stated that because of COVID there isn't many places to have certified meetings. Jillian suggested that we send out certified letters that to individuals who were late on due payments. The board to do that as a first step. Richard then stated that homeowners are complaining about the time it takes to approve architectural improvements. Jillian reminded the board that they have 30 days to approve all request. Dave made a motion to accept World Cleaning & Restoration, 9/12/2020 proposal for \$1850 (no stump removal). It was seconded by Waqar. Motion passed unanimously.

The next board meeting is scheduled for October 26, 2020 at 7pm via Zoom.

Adjournment: Timothy made a motion to adjourn the meeting at at 9:01. David seconded the motion.