

**Boxwood Property Owners Association**  
**Board of Directors Meeting Agenda**  
Wednesday, June 14<sup>th</sup>, 2017

**6:04 Call to Order & Welcome**

**M. Friedman**

- *In Attendance:* <Mike Friedman, Kyna Thomas, Cheryl Morris, Robert Pyke, Danielle Silva Aceituno, Jennifer Lucado and Caitlyn Williams>

**Approval of Minutes**

**M. Schmitt**

- Approval of Board Meeting Minutes – 05/17/17
  - *Danielle moved approval of May 17, 2017 meeting minutes, with amendment of fixing the typo in attendees (Cheryl was listed twice) and Mike seconded. Minutes, as amended, approved by voice vote.*

**Pool Committee Report**

**C. Morris**

Cheryl presented pool report due to her limited time at the meeting.

- Note that on a recent night, the pool was especially dirty so the pool attendant was paid extra to do extra cleaning.
- An estimate for the additional bulletin board at the pool was received at \$500. The bulletin board will be placed at the pool in lieu of the pool rules sign.
- It will be funded through the pool miscellaneous line item.
- Caitlyn will seek other estimates and provide to the pool committee. Cheryl moved approval for purchase of the bulletin board at a cost of \$500 or less at pool committee's discretion. Mike seconded and the motion was approved by voice vote.
- The Pool Code for July will be determined on June 29 and sent to the distribution list on June 30 by the secretary.

**Staff Report**

- *Financial Report: Explanation of the Monthly Financial Report layout and monthly / quarterly expectations / fluctuations for the year per previous years.* If anyone has ANY questions, please contact Jennipher Lucado
  - *DuraSeal – unpaid in April, J. Lucado will follow-up to ensure receipt of invoice / payment – resolved.*

- All mailboxes billed to homeowners - \$883 miscellaneous charge on financial report is due to mailbox payments. Entire amount will be reimbursed by homeowners.
- The phone at the pool has been repaired
- Mike signed a new quote for refinishing the pool, excluding the baby pool
- Contractors will look at the attic space in July and let us know about the work to add storage space
- As usual, delinquencies are a challenge. Two of them are on homes that are for sale. Jennipher will contact the realtors for payment
- Caitlyn will send the New Neighbor list out regularly to the Social Committee
- Brownstone will contact CLC to tell them to add the mowing common area around the landscaping at the end of Marguerite to their tasks
- Brownstone will also ask CLC for an estimate for replacing the mulch at the playground
- Jennipher will follow up on playground assessment/report.

**6:25 Comments from Association Members**

- *Maintenance at end of Marguerite: Comments from homeowner about lack of maintenance. See Above*
- *On-going challenges with email distribution list – Margaret will cross reference the distribution list with the updated directory.*
- *Have received comments about missing the clock at the pool – Jennipher will get estimates for a new clock*
- *Questions received/heard about why we would spend money on a new playground when we “need” a shelter over the grill?- will discuss when the playground assessment is available*
- **Tree topping** - There was a request to top the trees over near the pool to enhance sunlight hours. The Board discussed the possibility of implementing this suggestion and the majority did not support such action. Therefore, it will not be pursued.

**Open Floor**

**Committee Reports**

*Pool Committee – See above*

*IT – Mike will convene a meeting in July*

*Social Events*

**M. Friedman,**

- Community Yard Sale was successful and suggestions have been received to have another in the fall
- The Welcoming Committee is inactive right now due to Danielle's challenging schedule

**New Business - None**

**Open Floor**

**Private Business - None**

**Open Floor**

6:51 **Meeting Adjourned**

**M. Friedman**

- *Mike moved adjournment, Robert seconded. Motion approved by voice vote. Meeting adjourned.*

### **Tentative Up Coming Meeting Schedule**

Wednesday, July 19, 2017	Monthly Board Meeting
Wednesday, August 16, 2017	Monthly Board Meeting
Wednesday, September 20, 2017	Monthly Board Meeting
Wednesday, October 18, 2017	Monthly Board Meeting
Wednesday, November 15, 2017	Monthly Board Meeting
Wednesday, December 20, 2017	Monthly Board Meeting
Wednesday, January 17, 2017	Monthly Board Meeting
Wednesday, February 21, 2017	Monthly Board Meeting
Monday, March 19, 2018	Members Annual Meeting

Back up Date: Monday, March 26, 2018