

**Boxwood Property Owners Association**  
Board of Directors Meeting  
November 19, 2012

**Minutes**

**Call to Order:** The meeting was called to order by President Steven Clay at approximately 7:05 pm at 515 Lady Slipper Drive. Present were: directors Steven Clay, Erica Pitzer, Scot McCarthy and David Corry; guest Jennipher Lucado of Brownstown. Absent was: director Cheryl Morris.

**Minutes: Motion to approve minutes** for October 15, 2012 meeting as submitted made by Steven, seconded by David, unanimously approved.

**Financial Report (Jennipher):** Financials were discussed for last month and year to date. Jennipher identified a double payment to pool cleaning vendor that is being addressed and which accounted for the pool maintenance totals seeming so far over budget.

**Annual Budget (Jennipher):** Draft budgets were circulated for discussion and results of Jennipher's survey of other community/property owner associations with pools were discussed. After much deliberation of alternatives, David **moved to increase dues** to \$360 per year, seconded by Scot, unanimously approved. David **moved to approve a draft budget submitted by staff with various adjustments** discussed (to replace the downed tree at the pool, restore previous planned decreases in line items, add an enhanced security system for the pool, add a storage shed, add cost to hire professionals to hang entry Christmas lights, and fully fund an annual contribution to the reserves), with discretion to staff to make the necessary minor rounding adjustments to ensure the budget balances, seconded by Scot, unanimously approved. Discussion of required timing of the announcement and how the dues increase will be announced to the association members.

**Social and Adopt-A-Street Chair Report (Erica):** Board members will hang Christmas lights at the Boxwood entry this year on the afternoon of December 1 and Erica will solicit help from neighbors. Night and time for a social, announcement of decorating contest winners and neighborhood caroling will be set by the chair of that activity and publicized. Erica is aiming for a road clean up at the end of January.

**Private Business**

Board undertook certain private business concerning individual homeowner members listed on a confidential attachment hereto.

**Adjourn: Motion to adjourn** made by David, seconded by Scot, unanimously approved. Meeting adjourned at approximately 8:27 pm.

Submitted by

David Corry