

WESTMINISTER BOARD MEETING MINUTES - NOVEMBER 28 , 2020

Meeting Minutes for November 18th, 2020 – Webinar

Type of meeting: Monthly Board

Attendees:

Janet E. Mann: President - Present
Lionel Scott: Vice-President - Absent
Dr. Kecia Waddell: Treasurer - Present
John Mann: Financial Advisor - Present
Erin Parrish: Agricultural Committee - Absent

The meeting was called to order at 7:15pm Wednesday November 18th by Janet Mann.

The minutes were read from the Board meeting on October 28th, 2020 by John Mann. Motion to accept the minutes as read by Janet Mann, seconded by Dr Kecia Waddell. The motion was passed.

I Discussed homeowners along Holborn Ct. Requested breakdowns on bills received. Nothing received to date. The Board decided that nothing can be done until more detailed invoices have been received per the request from last month.

II The Board approved one homeowner's suggestion for paying back dues. Payments begin December 15th, 2020. Our Association attorney has sent a payment plan to the homeowner which must be followed.

III Last month's pool request was resubmitted. Last request was denied, due to the distance from homeowner's property line was not three feet from that property line. The resubmitted request was discussed, motion to approve by Janet Mann, seconded by Dr Kecia Waddell. The request for approval was approved.

IV Vote on landscaping request from homeowner. The two requests were tabled until a Board representative could verify that the new landscaping would not encroach on the Common Areas.

V Discussion on appointing Antony Hawkins as new Resident Agent for our HOA corporation. Presently, Metropolitan Property on Schoenherr Rd is listed as our Resident Agent. This form is from the Department of Licensing and Regulatory Affairs and required to be updated annually. Janet Mann motioned to approved Mr. Tony Hawkins as our HOA Resident Agent, the Motion was seconded by Dr Kecia Waddell. The Motion was approved.

VI Address violations and complaints for the month. Motion to approve sending the violations and complaints to the homeowners was made by Dr. Kecia Waddell, Seconded by Janet Mann. The Motion was approved.

VII John Mann after review by Tony Hawkins submitted the 2021 Proposed Budget for the Association to the Board. Provisions were added to the Budget to allow for the removal of seven trees and 5 bushes that Erin Parrish outlined for the Board at a previous Board Meeting. Replacing and trees or bushes will be determined as the Budget allows. A Motion was made by Janet Mann to accept the Budget as presented; the Motion was Seconded by Dr Kecia Waddell. The Motion was passed.

VIII Discussion was held regarding the holiday lights that have been installed. The two trees in the island are not lighting. The company has been called and they will be out as soon as possible to correct.

IX As usual, the Board will not meet in December.

New Business:

Another inground pool request was received by the Board after the Agenda was distributed. The request was discussed. It was determined that a representative of the Board would go to the property to verify that the new construction and landscaping would not be infringing on the Common Areas or swales between the lots with their neighbors.

A Motion to adjourn the meeting was submitted by Janet Mann, Seconded by Dr. Kecia Waddell. The Motion passed and the meeting was adjourned at 7:56pm.