

RED BIRCH HOMEOWNERS' ASSOCIATION

Minutes of the Board of Directors Meeting of the Red Birch Homeowners' Association held on March 2, 2023.

I. CALL TO ORDER

Jean Davis called the meeting to order at 6:42 pm

II. ROLL CALL OF BOARD MEMBERS

Present: Lee Johnson, Jean Davis, John LoGelfo, Nick Carnevale; Jennifer Allen, Susan Kulkarni

Also Present: Amber Whittington - Russel Property Management

III. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

A. Minutes of meeting of 10/25/2022

It was noted that the dates for motion and stated approved dates were inconsistent.

M/S Sue Kulkarni/Nick Carnevale- Carried

“Approval of Minutes of 10/25/2022 as amended”

IV. Old Business

A. Entrance Lighting

Russel Property Management will contact additional potential electrical contractors for proposals to improve the entrance lighting.

B. Nonconforming Fence.

Russel Property Management was directed to send a letter to the owner ordering the removal of a nonconforming fence prior to undertaking legal action.

V. New Business:

A. Financial Status

Balance Sheet, Profit & Loss & Delinquency reports were reviewed.

B. Railroad Quiet Zone

The suggestion for petitioning a quiet zone at adjacent road crossings of the Railroad was discussed. No action was taken.

VI. Next Meeting

The next meeting of the BOD will be held on June 1, 2023

VII. Adjournment

M/S Sue Kulkarni/John LoGelfo - Carried

“Meeting Adjourned at 7:22 pm”

RED BIRCH HOMEOWNERS' ASSOCIATION

Minutes of the Board of Directors Meeting of the Red Birch Homeowners' Association held on September 5, 2023.

I. CALL TO ORDER

Jean Davis called the meeting to order at 6:34 pm

II. ROLL CALL OF BOARD MEMBERS

Present: Lee Johnson, Jean Davis, Matt Walters, Susan Kulkarni, John LoGelfo, Milton Murphy

Also Present: Amber Whittington - Russel Property Management

III. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

A. Minutes of meeting of 6/1/2023

M/S Sue Kulkarni/Milton Murphy - Carried

“Approval of Minutes of 06/01/2023”

IV. Old Business

A. Entrance Lighting

Russel Property Management (RPM) has contacted additional potential electrical contractors for proposals to improve the entrance lighting.

B. Community Event

Russel Property Management presented a draft of a survey to determine interest in having a social block party for the subdivision. It was approved to be sent to each member.

V. New Business:

A. Financial Status

Balance Sheet, Profit & Loss & Delinquency reports were reviewed.

B. Board Action Without Meeting

Section 4.11 of our bylaws provides for taking actions without meeting (e.g. email). Lee Johnson was concerned that acting without a formal motion/second/vote would not be valid. Jean Davis stated that it is only necessary to have discussion and agreement of a majority of the Board. The consensus was that the formality did not need to be followed but the results would be memorialized by the Secretary following notice by the Manager (RPM) and retained electronically by the HOA Manager.

C. Election of Board Member

A motion was made to “Appoint Milton Murphy a director to fill the unexpired term of Nick Carnevale”.

M/S Sue Kulkarni/Lee Johnson Carried.

D. Discussion was held concerning the open BOD officer positions of Treasurer and Vice-President. Lee Johnson offered to accept the dual positions of Secretary and Vice-President in hope of having a director to accept the office of Treasurer.

M/S Milton Murphy/Sue Kulkarni to “Elect Lee Johnson as Vice-President or the HOA”. Carried

VI. **Next Meeting**

The next meeting of the BOD will be held on November 14, 2023

VII **Adjournment**

M/S John LoGelfo/Sue Kulkarni - Carried

“Meeting Adjourned at 7:26 pm”

RED BIRCH HOMEOWNERS' ASSOCIATION

Minutes of the Board of Directors Meeting of the Red Birch HOA held on November 14, 2023.

I. CALL TO ORDER

Jean Davis called the meeting to order at 6:32 pm

II. ROLL CALL OF BOARD MEMBERS

Present: Lee Johnson, Jean Davis, Matt Walters, Jennifer Allen

Also Present: Amber Whittington - Russel Property Management

III. APPROVAL OF THE MINUTES OF PREVIOUS MEETINGS

A. Minutes of meeting of 9/5/2023

M/S/P Matt Walters/Sue Kulkarni

“Approval of Minutes of 09/05/2023”

IV. Old Business

A. Entrance Lighting

Russel Property Management (RPM) spoke with Sawyer Electric concerning the sample lighting installed by their firm. Mr. Sawyer was told that the sample was not an improvement over existing, He stated that he would contact Lee Johnson this week to explore the next step,

B. Community Event

Russel Property Management received 15 responses from members, all supporting the idea of a community event. Several responses expressed a preference for warm-weather time and after the reintroduction of daylight time. Discussion narrowed the preference to a afternoon week end.

V. New Business:

A. Financial Status

Balance Sheet, Profit & Loss & Delinquency reports were reviewed. Jean expressed concern for accuracy relating to a \$100 unbalanced debit.

B. HOA Ownership of Septic Field

Matt questioned the propriety and liability of having the HOA be responsible of a septic field that does not benefit all members. Discussion ensued with Amber being asked to determine the background and alternatives.

C. 2024 Budget

The budget that is to be presented at the Annual Meeting. Pressure washing of the entrance, emergent weed killer, pine straw and maintenance of drainage outfall have been included.

M/S/P Lee Johnson/Matt Walters

“Maintain the annual dues at \$400 for 2024.”

VI. Next Meeting

The next meeting of the BOD will be held on December 12, 2023

VII Adjournment

M/S/P Sue Kulkarni/Matt Walters - Carried

“Meeting Adjourned at 8:02 pm”