

Bristol Park HOA Board of Managers

April 16, 2020

Due to social distancing requirements, members and residents met via teleconference.

Present:

Dave Patrick, President

Julie Bisbee-Wheeler, Board Member

Wayne Arbuthnot, Board Member

Hunter Nelson, Board Member

Lanny David, Treasurer and Board Member

Erica Voegerl, resident

Greg Seikel, resident

1. Motion to approve minutes from March meeting.

Due to social distancing requirements, the HOA did not meet in person in March. Discussions on monthly financials and contract updates were conducted by email. All actions were tabled to the April meeting for decision. Approval to move forward with normal contract expenses were provided via email.

2. Review HOA financials

Treasurer Lanny David reported that income and expenses were in line with previous years. Total amount of 2020 dues collected were \$88,840 – in line with collections from 2019 due payments. Invoices from Northwest Pools were approved as the company begins the process of preparing the pool for opening in May. Several homeowners still owed late fees for the 2020 dues and a handful of owners owned multiple years of HOA dues. Homeowners not current on their dues do not have access to the pool. Motion to approve the treasurer's report made by Dave Patrick, seconded by Wayne Arbuthnot. Motion carries.

3. Status of pool opening for 2020.

Board members discussed how COVID-19 may impact the opening of the Bristol Park pool. President Dave Patrick reported that Northwest Pools has an addendum to their contract that would allow for additional days and times for the pool to be open if safety regulations do not allow the pool to open as scheduled on Memorial Day weekend. Board members agreed to move forward with plans to open the pool, but would continue to monitor evolving safety guidance for community gatherings.

Northwest Pools would also be required to meet cleaning guidelines as prescribed by federal and state authorities. Motion to approve paying the Northwest Pools in May made by Lanny David. Seconded by Wayne Arbuthnot. Motion carries.

4. Update on pool repairs.

Post at the pool has been repainted.

6. Neighborhood watch sign replacement

Patrick checked with the City of Edmond and neighborhoods still have to purchase signs. Patrick had priced signs at \$55 a piece. Motion made by Wayne Arbuthnot. Seconded by Hunter Nelson. Motion carries.

5. Discuss delinquent dues status/resolutions

Lanny David reported that certified letters were sent to two property owners who are delinquent by more than three years, the letters outlined possible HOA collection efforts. One property owner has opted into a debt resolution plan. The second certified letter remained unclaimed.

In light of recent economic downturn, board members opted to provide additional time for property owners to pay delinquent dues before engaging an attorney in debt collections services. Motion to begin debt collections on Aug. 1 made by Patrick and seconded by Lanny David. Motion passes unanimously.

7. Other business

Lanny David reported that the domain name and subscription for hosting the HOA website had been renewed and would be good for another three years.

Dave Patrick updated the board that the HOA would pay the annual fees for property insurance. This year's fee was \$6,000 – which is in line with previous year's rate.

Dave Patrick asked residents on the line if they had any additional questions or concerns.

Resident Greg Seikel volunteered to serve on the board. Lanny David, treasurer, had been serving on the board provisionally. Lanny David made a motion to accept Seikel's nomination to the board. Bisbee-Wheeler seconded. Motion carries.

David will continue to be treasurer – a non-voting position.

8. Motion to adjourn – 7:38 pm.

A motion to adjourn was made by Dave Patrick, seconded by Arbuthnot. Meeting adjourned passed. Meeting concluded at 7:38 p.m.