

Bristol Park HOA Board Meeting Minutes
December 21, 2023
Federal Credit Union

HOA Board Members present:

President Dave Patrick

Kathleen Joslin

Kris Viers

Alex Painter

Parvathy Sangaran

Absent:

Julie Bisbee Wheeler

1. Call to Order

The meeting was called to order at 7:01 pm.

2. Approval of Minutes for November

Minutes approved with corrections made. Kris moved to approve the November meeting minutes. Kathleen seconded and the motion carried.

3. Treasurer's Report

Income	\$235.19
Expenses	\$4745.00
Balance in Reserve Account	\$73,651.00

\$10,000 transferred to checking account

Financial Decisions.

It was suggested that it is a good move to deposit the reserve in high yielding CD accounts since the market is favorable. Dave would reach out to the bank about opening a CD account.

Late payment fee

As per the CCRs the late payment fee is to be charged after 30 days. It was decided to give a grace period till February 15th before enforcing late payment taking it to account this would be a more accommodating way to ensure that all property owners to pay the dues. Carol would send a reminder on 30th January for all those who have not paid on time. Kris makes a motion to approve financials, Kathleen seconds and the motion carries.

4. Delinquent Dues

Auction for the property that had multi year dues did not take place. This has left the board with no option other than to move forward with Foreclosure. A total of \$15,000 is outstanding which is inclusive of 10 years of dues, all additional fees, interest, and attorney fee.

With the mortgage company dropping the case, Kris suggested that the attorney needs to send a letter that the HOA is proceeding with foreclosure. Payment plan should not be included since the property owner did not abide by it last time a settlement was negotiated. A 60-day period is recommended before the payment is made in full.

74 dues have been collected so far for this year.

5. Roof policy Violation

Certified letter was sent to the property owner with the black roof, but it was not picked up.

6. Email address

Email list is not yet complete for sending newsletter. Another attempt shall be made at the annual meeting to collect email address of property owners.

7. Updates

Dead tree has been removed. Two other trees on the west side are under watch. Treating them may not be possible until after winter. Most likely another tree may have to be removed. New neighborhood signs have not been ordered and shall be done only after January.

8. Website updating.

The board does not have access to edit or make changes in the Bristol Park HOA website since information about username and password was not shared by the person who created the website. Kris made a motion to have the person notified that the board needs the logon ID and passwords for both the host and the Bristol Park web site. Also, the forwarding e-mail address for info@bristolpark.org shall be changed to the g-mail address (bphoa73083@gmail.com) so e-mails can be forwarded to all board members thru g-mail and the web site does not need to be changed when board members change. Kathleen seconded the motion.

9. Motion to Adjourn

Motion to adjourn by Dave and seconded by Kris. Meeting adjourned at 7.55 PM

Minutes submitted by Parvathy Sangaran.