**KEYSTONE OWNERS ASSOCIATION**

**BOARD OF DIRECTORS MEETING MINUTES**

**MEETING HELD AT VISION COMMUNITY MANAGEMENT OFFICE**

**MARCH 23, 2023**

**CALL TO ORDER**: Tim Seyfarth called the meeting to order at 6:05 PM.

**ATTENDANCE:** Present: Tim Seyfarth, Cherry Collins, Glenn Steinman, Harry Whitesell, Joe Giumette. Isabella Tabares representing Vision Property Management. Bernadette Bennett Lot 173.

**MEETING MINUTES:** Joe Giumette moved and Cherry Collins seconded to approve the Regular Session meeting minutes from February 23, 2023. Motion carried.

**HOMEOWNER COMMENTS:** Bernadette Bennett stated excessive water was running down the street of Park Ave.

**FINANCIAL SUMMARY**: As of February 28, 2023 there was $156,797.43 in the Operating Account and $378,661.53 in the Reserve Account. Harry Whitesell moved and Joe Giumette seconded to approve the Financial Summary with the stipulation to transfer $510.00 from the Reserve Account to the Operating Account to cover the cost of the Reserve Study initial payment. It was also noted that the landscape vendor was incorrectly paid $5,663.00 instead of the correct $5,633.33 per budget, and that $29.67 would be subtracted from the next payment. Motion carried.

**CERTIFICATE OF DEPOSIT:** Harry Whitesell moved and Tim Seyfarth seconded to invest the $25,831.85 expiring funds from Reserve Account Line Item 1106 with Alliance Bank to a CIT Community Association Banking CAB Fixed Rate for 12 months at a rate of 4% (four percent). Motion carried.

**COMMON AREA TREE**: Work is pending on trench and root barrier next to Lot 119's driveway.

**POOL:** Repair to pool ramada is completed except for one final beam to be installed.

**ARCHITECTURAL REQUESTS:** **Lot 173's** two requests for "Driveway Trip hazard on driveway not to Arizona Building," and "Landscape maintenance - under warranty of existing Landscape approval" moved to Executive Session. Tim Seyfarth moved and Glenn Steinmann seconded to approve exterior house paint request from **Lot 122.** Motion carried. Cherry Collins moved and Tim Seyfarth seconded to approve exterior house paint request from **Lot 183.** Motion carried. Harry Whitesell moved and Cherry Collins seconded the plans for construction of a single family residence from **Lot 262.** Motion carried.

**ARCHITECTURAL REQUESTS:** The Board agreed to receive Architectural Requests via email for voting. The property manager advised the Board that approval via email need only be a majority and doesn't require unanimity. The Board member votes should be "Reply Sender" and not "Reply All."

**TREE TRIMMING AND INSTALLATION:** Harry Whitesell moved and Cherry Collins seconded approval of Neway Landscaping estimate #23035 for tree trimming and tree installation not to exceed a cost of $8,100.00 (Eight thousand and one hundred dollars and zero cents). Motion carried.

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**PLANT INSTALLATION:** The Board tabled Neway Landscaping estimate #23036. More detailed pricing is needed.

**REIMBURSEMENT:** Tim Seyfarth moved and Joe Giumette seconded to reimburse Board member Harry Whitesell $14.11 (Fourteen Dollars and Eleven Cents) for the purchase of a flash drive. Motion carried. Mr. Whitesell recused himself.

**MONTHLY ASSOCIATION INVOICES:** Monthly Association dues/ invoices will be mailed to all members.

**POOL COOL DECKING**: The Board tabled the $7,550.00 estimate to repair the cool decking from JRS paint. The property manager will obtain additional estimates.

**ANNUAL MEMBERS MEETING:** Tim Seyfarth moved and Cherry Collins seconded to move the 2023 annual members meeting from June 3, 2023 to May 6, 2023. The motion did not carry.

**ADJOURNMENT:** Joe Giumette moved and Cherry Collins seconded to adjourn the meeting. Motion carried. Meeting adjourned at 7:19 PM.

Submitted by Harry Whitesell, Secretary Keystone Owners Association.