

**UNAPPROVED**  
**MINUTES OF THE BOARD OF DIRECTORS MEETING OF**  
**ENCLAVE AT MOSS PARK HOMEOWNERS' ASSOCIATION**

**Held on Tuesday, February 4th, 2020**  
**At The Enclave at Moss Park Cabana**

The Board of Directors of the Enclave at Moss Park Homeowners' Association, Inc. held their meeting on Tuesday, February 4th, 2020 at the Enclave at Moss Park Cabana at 6.30 p.m.

Board Members Present: Cathy Tierney, Demarick Patton and Grant Domenz were present

**Call to Order**

Also present was Mark Hills, L.C.A.M. and April Childs, L.C.A.M of Association Solutions and several owners. A quorum of 3 of 3 Board members present, and the meeting was called to order at 6:30 p.m.

**Minutes**

The Board reviewed the minutes of the October 22<sup>nd</sup>, 2019 Board Meeting. Upon a motion from Demarick Patton and seconded by Cathy Tierney, the minutes were approved as presented.

**Financials**

Mark Hills presented the December 2019 financials and gave an update on the delinquent accounts. Cathy Tierney motioned to approve the December 2019 financials as presented. Motion was seconded by Grant Domenz. The December 2019 financial reports were approved as presented.

**Old Business**

**Landscaping:** Grant discussed future plans for the landscaping within the community. This is all subject to funds being available.

**New Business**

**ARC Committee:** Mark Hills explained that the committee was not covered by insurance at the moment due to an unapproved committee member.

It was brought up in discussion that even though there is nothing stating that the ARC committee must consist of an odd number, it was highly recommended by the HOA attorney. The committee showed concern of this and the floor was opened for any volunteers. Anita Giebert offered to sit on the ARC committee, along with Alan Kiczula, Corey Waiters, Jesse Winchler and Marcel Spitz. Demarick Patton made a motion to approve the five committee members. Cathy Tierney seconded the motion and it is carried unanimously.

April Childs showed concern of emails being used in correspondence with ARC applications and asked who they belonged to. Marcel explained that they were grouped emails of the ARC committee, the Board of Directors and the Management company. Mark Hills explained that the ARC committee makes the decisions on the applications and that the Board of Directors should not be copied in any emails and they should only be sent to Association Solutions. Demarick also asked that all the emails be sent out as a single name and not group emails.

Mark and April also informed the ARC committee that an approval or denial letter must be sent out to the owner when they have made their final decision. They explained that this letter must contain details and conditions of the approval or denial.

**Next Meeting**

The next meeting will be a Board Meeting and was set for Tuesday, April 28th, 2020 at 6:30 p.m. at the pool.

**Open Forum:**

An owner expressed concern of a hole in the grass on the corner of Millbury and Citruswood. Grant said he would look into it and report back to the Association to have it filled.

Owner asked when the town home mulch would be placed. April Childs explained that when the next lot of town homes are painted in March 2020, the new mulch would be laid after.

**Adjournment**

There being no further business to come before the meeting, the meeting was adjourned upon motion duly made by Grant Domenz and seconded by Catherine Tierney at 7:40 p.m.