

## GUNBARREL GREEN HOA – BOARD MEETING MINUTES - \*FINAL\*

Meeting date: May 5, 2022

Meeting Location: Zoom call

Board members present: Marc Rochkind (President), Tarek Sammakia (Treasurer), Jim Elkins (Director), Pam Anderson (Secretary)

Board members not present: Melissa Haapala (Vice President)

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Total # of Participants: 10

Meeting was called to order by Marc at 7:00pm. The meeting was recorded. A quorum was present.

### Discussion Topics

#### 1. Housekeeping

- a. Protocol of Community Involvement
- b. Announcements – Garage sale has nothing to do w/HOA. We will continue Board meetings via Zoom (this was voted on in July 2021). We will make a decision about the Annual meeting format at a future Board meeting (July or September) to take into consideration the state of the COVID pandemic.
- c. Approval of minutes – **Motion:** Jim moved that we accept the draft minutes from the March 3 Board meeting. Seconded by Tarek. The motion passed unanimously.
- d. Homeowner additions to agenda – There were none.

#### 2. Committees

##### a. Covenants

- i. Violations – Marc reported there was a single violation that requires a letter to be written.
  - ii. Tree branches at Church – Marc reported that several members of the community gathered on a Saturday morning, and removed the branches from this property.
  - iii. Marc stated that our HOA attorney has encouraged us to clarify our interpretation of Covenants where necessary.
  - iv. Garbage/Recycling Container Covenant (11.7) description requires clarification due to the subjective nature of what is written in the Covenants document. Marc proposed the following interpretation/clarification:
    1. To be a violation, the cans/receptacles must be BOTH exposed and unsightly.
    2. Exposed cans/receptacles in front of the house or fence facing the street are in violation.
    3. Cans/receptacles that are exposed but within two feet of the side of the house or behind a fence are not in violation.
    4. The Covenant does not apply to trash collection days.
  - v. **Motion:** Marc moved that the above language be added as an “Interpretation” of Covenant 11.7 and be added to the “Covenant Guide” posted to the website. Motion was seconded by Tarek. Motion was passed unanimously. Marc would like the Board to think about how this can be enforced. We will discuss this in a future Board meeting.
- b. Treasurer – Tarek presented Treasurer’s report. It included expenses through April. There was a large groundskeeping bill and a large insurance bill. These both were hold-over from 2021. We have two insurance bills annually: Property due in spring, and D&O due in fall. Tarek also discussed other bills that have been paid. Tarek will post this report at the beginning of June when homeowner payments are in and deposited. Tarek also discussed a recent buyer was not given adequate HOA documentation from the Title company. Marc reported that these are provided to the Title companies upon request.
- c. Architecture – Pam reported there were 13 projects reviewed and approved. These were all windows, doors, paint, and/or roofing.

- d. Archway & Grounds – Marc presented Chick’s update, who was not in attendance. A bike rack has been installed on the west side of the arch. This was proposed by John and MC Pfeiffer to allow anyone (but particularly BVSD students who live far away from the only BVSD bus pick-up point) to park bikes there during the day. Chick also reported that the sprinkler system has been turned on by the arch.
- e. Communications – Marc presented an idea to send a post card after every Board meeting to every home owner. This post card will have top highlights from the meeting, and it will provide the website address for additional details. Marc noted that the postcard would be sent at the discretion of the president.
  - i. **Motion:** Tarek moved that the Board authorizes the president to draft and mail out newsworthy items on a postcard to homeowners following Board meetings. Seconded by Pam. Motion was passed unanimously.
- f. Welcoming committee – Jen was not in attendance.
- g. Safety – Upcoming Garage Sale (May 14) is not associated with the HOA. Marc reached out to the realtor who is organizing it, and requested they instruct people to park carefully. However, since this will occur at multiple addresses thru the neighborhood, Marc predicts mayhem on May 14.

3. Next meeting: **July 7**

4. Community Discussion – There were no topics from the community.

5. Insurance Discussion (HOA, not homeowner) – Andrew Vega from State Farm discussed two policies that we currently have: Property & liability insurance on the Arch, and D&O (Directors & Officers) liability. Prices are rising for materials.

- a. **Motion:** Jim moved (1) that the current arch be insured for full replacement cost plus any additional cost caused by code changes, and (2) that liability policy on the arch and D&O liability coverage each be increased to \$2 million per incident and \$4 million in aggregate. Seconded by Tarek. Motion approved unanimously.

6. Adjourn Meeting – **Motion:** Tarek moved to adjourn the meeting. Pam seconded. Approved unanimously.