

SACHEM'S HEAD HOMEOWNERS ASSOCIATION, INC.
Minutes of the Board of Directors Meeting
May 6, 2020 6:00 p.m. – 7:00 p.m.
Via ZOOM Meeting

PRESENT: Karl Grimsley, President
Kevin Penrose, Vice President
Barbara Havens, Secretary

AGENDA

1. Review and approval of minutes

- a. Minutes of March 6, 2020 were reviewed and approved.

2. Status of Projects Completed

- a. Karl has emailed the approved budget to accountants. He quickly went over the budget again to make sure everything was accurate.
- b. Letters have been sent to those with delinquent HOA accounts by Alex. The number of delinquent accounts has been significantly reduced over 2019-2020 financial year. There are several accounts that continue to be in arrears. Lien filings will be discussed with lawyer.

3. Status of Projects in Progress

- a. Retention of HOA documents was reviewed in preparation for annual meeting. Karl has gone through "old" HOA documents and given Barbara the necessary documents for retention. She has several plastic bins for storage.

4. New Business

- a. It was voted that the Annual meeting scheduled for June will be rescheduled for August 10, 2020 due to the uncertainty of the pandemic and Governor's response to it. The June meeting will be used to prepare for the Annual meeting. We will be using a PowerPoint to present information as we did last year. Barbara will contact library to reserve space.
- b. Information for the spring newsletter –
 - Karl will do President's article to review rescheduled date for Annual meeting, recent HOA fine schedule, and subdivision improvements.
 - Kevin would like to do article to introduce himself. Karl also asked that Kevin write a short blurb about the Residential Design Standards Committee (formerly Architectural Review Board.)
 - Barbara will summarize and thank Carol Horner for her service to the HOA.
- c. It was decided that the new Homeowners Restrictions Violation Procedures and Fine Schedule will be included as separate pages in the newsletter mailing rather than in the body of the newsletter.
- d. The need for members for the Residential Design Standards Committee as well as re-writing the criteria for acceptable home modifications, changes, and/or additions was discussed with Kevin volunteering to be the chair. Any volunteers to be members of the committee will be discussed at the next meeting. Hopefully volunteers will represent the whole of the community and not just one or two streets. The revised applications for HOA approval of home modifications, etc. will also be discussed at the next meeting.

The next Board of Directors meeting will be **Monday, June 1 at 6:00 p.m.** There being no further business, the meeting was adjourned.

Barbara Havens
Secretary