

**CANTERWOOD HOMEOWNERS ASSOCIATION**  
**APPROVED Minutes of the Board of Directors Meeting**  
**May 22, 2018**

**1. Call to Order/determination of Quorum**

Meeting was called to order at 2:06pm

Board Members Present: Sue Barrett, Paul Gift, Ellen Hedglin, and John Flaherty

Board Members Absent: Joe Jackowski, and Russell Tanner

Also present: Rachel Sleeter, Canterwood resident  
Meleanie Guerrero, Site Manager

**2.** Approval of the Minutes of the Board of Directors Meeting held April 24, 2018. *On a Motion made, seconded and passed the above Minutes were approved as submitted.*

**3. Open Forum -**

**A) Melinda Rowan - No show**

**B) Rachel Sleeter, Mapping update:**

- Rachel presented the web map and explained all that they have added so far.
- Working with the EPPC and deciding what should be placed on the map that will help during a natural disaster. Rachel will give the committee a proposal of costs.
- Need to inform residents about viewer.
- May have a few more items to add to the map.

**4. Site Managers Report**

- The Site Managers report was reviewed with the Board.

**5. Actions Taken by the Board via Electronic Means since Last Board Meeting**

**A)** Approval to send appeal response letter to Carl Graf. *A Motion was made, seconded and passed to ratify this recommendation.*

**6. President's Report**

- No report

**7. Committee Reports/minutes**

**A)** Architectural Control Committee

i. The ACC recommends approval of variance request for Lot 76, Div 2 for Sports court. *A Motion was made, seconded and passed to approve the variance request as submitted.*

ii. Sue Barrett reported that a letter has been mailed out to Hamptons in response to their ACC request.

iii. A recap was given regarding the clearing of Thelen's lot.

**C)** Grounds - No report

**D)** Security - No report

**E)** Riding Club - No report

**F)** Technology+Communication Committee - No report

**G)** Physical Plant - No report

**H)** Emergency Preparedness Committee

## 8. Treasurer's Report

- A) i. The April 2018 Financial Statements were reviewed.
- Treasurer John Flaherty stated that the Committee met last week and went over several items on the Audit that needs to be corrected.
  - The new security vehicle still needs to be corrected.
  - The Finance committee is recommending that \$300,000 be invested in short term CD's.
  - The Finance committee is also discussing the Reserve Fund and creating a policy on how to be fully funded.
- ii. Delinquent accounts were reviewed.

## 9. Unfinished Business

- A) **Solicitation policy discussion:** The Board reviewed the draft written by John Flaherty for a Solicitation and Advertising policy. It was decided that the Board would send any ideas and/or changes to John and then he will send a final draft out to review before the next meeting.
- B) **Policy on Common Area:** This item will be tabled and placed on the June Board meeting agenda.
- C) **Governing Documents on website - Which should be public/private?:** This item will be tabled and placed on the June Board meeting agenda.
- D) **R&R's Table of Contents:** This item will be tabled and placed on the June Board meeting agenda.
- E) **Deeding of CDC property to CWHOA:** This item will be tabled and placed on the June Board meeting agenda.

## 10. New Business

- A) **Residential Guidelines proposed revisions:** The Board reviewed the changes made and request that they be uploaded to the website. The following Motion was made, seconded and passed unanimously: *Approve the Residential Guideline changes delineated.* The Board will discuss the "Forested Edge" at the June meeting.
- B) **Gate entry brick and curb cleaning approval:** The following Motion was made, seconded and passed unanimously: *Approval to clean all brick and curb in the amount of approximately \$2200 and code to account 7050-100.*

## 11. Adjournment

- Meeting was adjourned at 5:00PM
- Next meeting is scheduled for Tuesday, June 26, 2018