

**ORCHARD GLEN COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES
NOVEMBER 18, 2020**

NOTICE OF MEETING

Upon due notice given, a meeting of the Board of Directors for Orchard Glen Community Association was held on November 18, 2020 at the hour of 6:30 p.m. via Zoom Video Conference.

ATTENDANCE:

Directors Present: John Keith, James Eros, and Camden La Marca

Directors Absent: None

Representing Encore Property Management: Susan Beaver.

CALL TO ORDER

The meeting was called to order at 6:3 p.m. by John Keith, President.

HOMEOWNER FORUM

None

CONSENT CALENDAR

- A. Review/Approve Regular Session Minutes of September 23, 2020
- B. Review/Approve Management Report of September 2020
- C. Ratify Financials: August 2020
- D. Review Financials: October 2020
- E. Ratify Financials: September 2020
- F. Lien Resolutions for Non-Payment: #275-165-004

Motion made by James Eros, seconded by Camden LaMarca to approve the Consent Calendar as submitted. Motion passed.

COMMITTEE REPORTS

None

LANDSCAPING

Bemus Walk Through Notes

Board reviewed the Walk Through notes from Bemus for October 2020 and November 2020.

Landscape Proposals

Motion made by James Eros, seconded by Camden LaMarca to ratify proposal # 140355 from Bemus Landscape to replace a stuck valve by the entrance at a cost of \$326.69. Motion passed.

**ORCHARD GLEN COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
NOVEMBER 18, 2020
PAGE 2**

Landscape Proposals cont.

Motion made by James Eros, seconded by Camden LaMarca to table and place back in next Board Packet the following proposals from Bemus Landscape:

- #131914 Near 1443 Burnett Circle, overseed small turf section \$390.43
- #138822 Replace (3) trees on Gareth Circle with 24" box Cupaniopsis anacardiodes \$1,534.08.
- #139052 Fill in planter on Brannan Circle \$594.88
- #138806 Fill in planter on Brannan Circle \$541.94

Motion passed.

Motion made by James Eros, seconded by John Keith to approved proposal # 139045 from Bemus Landscape to fill in planter Trudy Way at a cost of \$594.88. Motion passed.

Motion made by James Eros, seconded by Camden LaMarca to approve proposal # 138820 to fill in planter adjacent to 1449 Brannan Circle at a cost of \$227.12. Motion passed.

UNFINISHED BUSINESS

Board Member Appointment

Board tabled item - None.

NEW BUSINESS

Financial Review and Tax Return Prep

Motion made by Camden LaMarca, seconded by James Eros to approve proposal from Frisbey, Carter and Associates for the Financial Review and Tax Return Prep for FYE 1/31/2021. Motion passed.

2021-2022 Proposed Budget

Motion made by Camden LaMarca, seconded by James Eros to approve the proposed 2021-2022 Budget at \$134.00 per month per unit. Motion passed.

NEXT MEETING

The next meeting date is scheduled for January 27, 2021 at the hour of 6:30 p.m. via Zoom video conference until further notice.

ADJOURNMENT

There being no further business to bring before the Board at this time, the meeting was adjourned at 7:01 p.m.

Respectfully submitted by: Susan Beaver, Community Manager, CCAM-ND:CI

Approved:


(Authorized Board Member)

3/3/21
(Date)