

New Board Meeting June 16 4-6pm Kathy Davison's House

AGENDA

Welcome and Thank you

WE ARE A WORKING BOARD – everyone does something for the greater good, ambassador, covenant enforcement, and all about confidentially. Pass out contact sheet.

How we do business:

- Meetings, dates, time, locations
- Zoom Info: my email and SandyBrae2020
- Contact me if not attending – 3x allowed unless unusual circumstance
- Agendas sent out the week before for additions posted Friday before the meeting
- For legal reasons, we email to one another
- Website is Nick. Newsletter and Facebook is John. Database labels and mailing coordination is Lorie. Letters to residents about anything I do send to Board for approval then mail out. Email is Kathy and Nick. Treasurer is Joanne.
- Database is updated 1x per quarter by me, but I will send out updates as I get them
- Availability: I am always availability by cell, the other Board members by email. Be respectful of time
- How covenant violations are handled: Communication with the resident, initially and thru- out the process, is always key. Once known, a letter or email or phone call is sent to the resident. If violation is not cleared up or circumstances know, then letter with 30 days is sent, if not fixed, letter with \$75 fine and thirty days to fix. Fines and interest continue. If unpaid in 120 days, lien placed on the house via attorney who sends letter to resident. If not fixed or paid, wage garnishment. Along the way, the Board may invite resident to a meeting for discussion. The idea is to not fine the resident but fix the violations or circumstances.

Pass Out: copy of the 2017 Covenant Booklet, June items, rental info, change in Board procedure, and Board confidentially form.