

Montgomery West HOA
Board Meeting
January 19, 2021

Meeting called to order at 6:58 p.m. Meeting conducted via zoom

Board members in attendance: Steve Stefany, President; Maureen Serieux, Vice President/AERC Chair; Cheryl Horton, member-at-large.

Newly elected Board members in attendance: Sundar Chockalingam and Jim Horton.

HOA member attending: Lula Davis, past Secretary

Approval: October 20, 2020 board minutes were approved unanimously.

Board of Directors positions open: Treasurer and Secretary. Sundar Chockalingam was unanimously voted to serve in the capacity of Treasurer. The Secretary's position remains open at this time. Jim Horton has agreed to work with the AERC Chair.

Board Meeting Dates proposed for 2021: March 16, May 18, September 21, October 19 and annual meeting November 16. On a unanimous vote, the proposed meeting dates for 2021 were approved.

Treasurer's Report: Sundar is working with past treasurer, Michelle Heffner and the HOA's bookkeeper, in order to be up to speed on the accounts and accounting procedures of the HOA. Sundar presented the details of the final revenue and expenses as well as the 2021 budget. The 2021 budget was presented to the HOA at the annual meeting and was approved. Sundar will also be given the necessary signing authority for HOA accounts, access to the post office box, etc.

Sundar did review the standard HOA budget items: profit/loss, balance sheet and budget. He noted that in 2019, budgeted and actual expenses were close. He does have a question about the accounting charges which appear to be inflated. Further review noted with this item with a report to Board at next meeting.

Sundar anticipates having more detailed discussions at future meetings, as he undertakes this new assignment, especially as it relates to late payments and fee assessments, lien filings, audits, account reconciliation, HOA taxes.

Steve indicated to Sundar that due to a fire on Swallow Court, the Board voted, via email last year, to defer for 2 quarters HOA fees and late payment fees on the affected homeowners. For reference: Lots 40F and 41F.

There was a discussion about the HOA going paperless, i.e., any billing, newsletter, or other paper which is normally sent to the individual homes. Board agreed that it should seriously consider offering the paperless option to the community. Sundar will work with the Bookkeeper on a draft authorization form. The draft will be presented to the Board for approval. Upon Board approval, it is anticipated that the authorization form will be included in the next quarter billing cycle. The Board realizes that not all HOA members will agree to a change of this nature.

AERC Committee Report: No new applications received.

Spring Survey/Community cleanup: Maureen will apprise Board of suggested dates in the coming months. Suggestion was made that some spring clean-up tips should be made available to HOA members. Lula indicated that ideas and tips about sprucing up property has been included in past annual spring newsletters. Board agreed that the upcoming newsletter should continue to include such information.

Bulk Trash Pickup: Maureen will work with County in setting an appropriate date. She expects the date to be sometime in the March/April timeframe.

Community News/County Liaison Issues: New Board members must do the CCOC training. Under the current covid restrictions, all training is done on-line

No Further business.

Remaining meeting dates for 2021: March 16, May 18, September 21, October 19 and annual meeting November 16.

Meeting adjourned at 7:58 p.m., on a motion by Sundar, seconded by Maureen. Motion to adjourn agreed unanimously.