Westside at Buttercup Creek Homeowners Association, Inc.

Date: Tuesday, February 9, 2021

Place: Meeting was held remotely via Zoom due to pandemic

Board Meeting Minutes

1. Public Session Call to Order
	1. The board meeting was called to order by President Denney James at 7:00pm.

* 1. A quorum was established by the four board members in attendance:
		+ Denney James
		+ Dennis Domanski
		+ Andrew Kellaway
		+ Jodi Beaubien
	2. Residents in attendance:
		+ There were four residents in attendance.
	3. Also in attendance:
		+ Jim Smitherman and Jamie Richardson.
1. Open Forum
	1. No resident comments.
2. Ratify Board Votes Since Last Meeting
	1. There were no actions taken by the board since the last meeting.
3. Approval of Last Meeting Minutes
	1. The January board meeting minutes were reviewed by the board.

* 1. *Dennis Domanski moved to approve the January 13, 2021 board meeting minutes as presented. Andrew Kellaway seconded the motion. The motion carried 4-0.*
	2. The approved meeting minutes will be posted to the Town Square website.
1. Manager’s Report
	1. Financials
		* The YTD financial reports were presented.
	2. Violations
		* The YTD violation report was presented.
	3. Action Items
		* Marked Lakeline fence for repairs
		* Secured pool maintenance and lifeguard schedule for 2021
		* Scheduled cleaning and repairs for pool in March
		* Sent out candidate solicitation letter
		* Prepared annual meeting notice
		* Confirmed landscape trim and pre-emergent schedule
		* Obtained competitive bid on landscape updates
2. Committee Reports and Other Business
	1. Pools – Jim presented the pool committee report.
		* Pools scheduled to open on May 1st
		* Pump equipment has been installed.
		* The umbrellas are scheduled to be pressure washed in April.
		* The board reviewed the SunDek proposals. *Dennis Domanski moved to approve the SunDek bids for Lakeline for $6,097.32 and Kay Redden for $6,599.65. Andrew Kellaway seconded the motion. The motion carried 4-0.*

* 1. Parks - Jim provided an update on the parks.
	2. Landscape - Jim provided the landscaping update.
		+ The board discussed the bids for proposed landscaping enhancements.

1. Executive Session
	1. The meeting entered executive session at 7:29pm.
		* Variance request
		* Annual Meeting
		* Past Due accounts
	2. The meeting exited executive session at 7:59pm.
2. Next Meeting
	1. Annual Meeting – March 9, 2021 via Zoom

*Dennis Domanski moved to adjourn. Denney James seconded the motion, There being no further business, the board meeting was adjourned at 8:03pm.*