

**ORCHARD GLEN COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING
MINUTES
JULY 29, 2020**

NOTICE OF MEETING

Upon due notice given, a meeting of the Board of Directors for Orchard Glen Community Association was held on July 29, 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 6:48 p.m. by John Keith, President.

HOMEOWNER FORUM

None

CONSENT CALENDAR

- A. Review/Approve Regular Session Minutes of May 20, 2020
- B. Review/Approve Management Report of May 2020
- C. Review Financials ending June 2020
- D: Ratify Financials May 2020

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

COMMITTEE REPORTS

Finance - Written report dated July 14, 2020. Consolidate CD's when come due and place in Money Market until reaches \$50,000.00. Motion made by Camden LaMarca, seconded by James Eros to approve. Motion passed.

LANDSCAPING

Bemus Walk Through Notes

Board reviewed the Walk Through notes from Bemus for June 2020 and July 2020.

**ORCHARD GLEN COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
JULY 29, 2020
PAGE 2**

Bemus Proposals

Motion made by James Eros, seconded by John Keith to ratify proposal #127644 from Bemus Landscape for soil testing at a cost of \$133.48. Motion passed.

Board reviewed proposal #128712 for mulch (phase 1) at a cost of \$3,195.50 and proposal #128713 for mulch (phase 2) at a cost of \$3,195.50 from Bemus Landscape. Board requested maps be attached to the proposal. Board tabled item.

Bemus Contract Increase

Motion made by John Keith, seconded by Camden LaMarca to approve the Bemus Contract increase of 4% from \$5,419.00 to \$5,636.00 per month effective February 1, 2021. Motion passed.

UNFINISHED BUSINESS

Board Member Appointment

Board tabled item.

NEW BUSINESS

Appointment for Inspector of Elections

Motion made by James Eros, seconded by John Keith to appoint Joyce Malle as Inspector of Election for Annual Meeting of Membership 7-29-2020 as previous Inspector of Elections backed out. Motion passed.

Committee Resignations

Board noted the resignation of Mark Bradley from the Design Review Committee and the Landscape Committee.

Pump Maintenance Proposals

Motion made by James Eros, seconded by Camden LaMarca to approve proposal from Water Systems Maintenance for the quarterly maintenance of the two (2) irrigation booster pumps at a cost of \$280.00 per quarter. Motion passed.

Holiday Lighting/Decorations

Motion made by James Eros, seconded by Camden LaMarca to approve the proposal from California Christmas for the Holiday lighting and decorations for the entrance off Trudy Way at a cost of \$1,300.00. Motion passed.

Insurance Renewal

Motion made by Camden LaMarca, seconded by James Eros to approve the renewal of Property, Liability, Umbrella, D&O, Fidelity Bond and Workers Compensation insurance from LaBarre/Oksnee Insurance for the term 08/01/2020 - 08/01/2021 at a cost of \$6,122.00. Motion passed.

**ORCHARD GLEN COMMUNITY ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES
JULY 29, 2020
PAGE 3**

NEXT MEETING

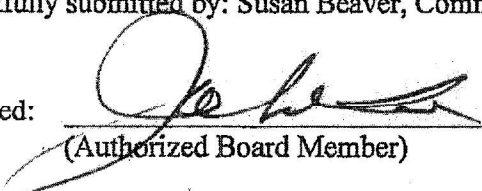
The next meeting date is scheduled for September 23, 2020 at the hour of 6:30 p.m. via Zoom video conference due to COVID-19.

ADJOURNMENT

There being no further business to bring before the Board at this time, the meeting was adjourned at 7:08 p.m.

Respectfully submitted by: Susan Beaver, Community Manager, CCAM®

Approved:


(Authorized Board Member)

(Date)

10/21/20