

**MINUTES OF SEPTEMBER 29, 2022
BOARD OF DIRECTORS MEETING
QUAKER HILL COMMUNITY ASSOCIATION**

CALL TO ORDER

The meeting held via teleconference (Zoom Meeting), was called to order by President Mary Beth Cockerham at 7:06 PM.

BOARD MEMBERS PRESENT:

Mary Beth Cockerham, President
Marjorie Stein, Vice President, joined at 7:25pm
Rose Gillespie, Treasurer
Lennin Lopez, Secretary/ARHA Director
Marci Greenberger, Director, joined at 7:52pm

OTHERS ATTENDING:

Jody Lee, SFMC
Richard Tobin, 1131 Quaker Hill Ct; left meeting at 8:30pm
Sue Wolski, 1243 Quaker Hill Dr.; left meeting at 8:30pm
Emanuelle Francesco Pecora, 1100 Quaker Hill Dr.; left meeting at 8:30pm
Tab Ratra, CIS Inc., left meeting at 7:27pm

POLICE LIAISON: Mary Beth announced to all attendees that APD has reassigned all community police officers to other tasks, for the time being. If any community member has questions for the police, please email Marybeth.

APPROVAL OF MINUTES: The Board reviewed the minutes for the August 2022 meeting. Marjorie motioned to approve the minutes as amended; Rose seconded. The Board unanimously approved the minutes.

MEMBERS' FORUM:

- Richard Tobin asked if the landscaping company could use electric leaf blowers instead of gas powered?
 - Mary Beth replied that we could ask Chapel Valley. Also, that the Board is currently entertaining three new landscaping companies for the 2023 year, and she would ask if they were able to use electric leaf blowers.

COVENANTS:

- Mary Beth reminded all attendees that the new management company, SFMC, does not conduct inspections and that the Board is in the process of hiring a third party to conduct them.

LANDSCAPING:

- Mary Beth updated all attendees on the ongoing erosion project.
 - Down to Earth will complete phase one of the project soon. From there, Kimley Horn will need to come back out to scope the work for phase two. Phase two will commence in 2023.
- Chapel Valley will begin pruning throughout the community next week.
- The Bartlett Fall walk around needs to be scheduled for October.

FINANCIALS:

- All attendees were informed that the audit should be completed by the end of October.
- Rose is currently working with SFMC to combine the Board's financials from NVM to SFMC's software. A call with SFMC is scheduled for Tuesday.

NEW BUSINESS:

- The Board invited a representative from Community Inspections Services Inc. to the meeting for a company presentation.
 - Tab Ratra from CIS Inc. presented on his company that has handled covenants inspections for the last 16 years.
- The Board discussed the 2023 Pool Contract submitted by High Sierra.
 - Review of the contract will be ongoing with a vote planned for the next Board meeting.
- The Board reviewed the proposal submitted by Chapel Valley for eight new tree shrub installations throughout the community for \$5,507.38.
 - Lennin moved to approve the proposal; Rose seconded. The Board unanimously approved the proposal.
- The Board reviewed the proposal submitted by Chapel Valley to add two sets of timbers 4' in length on the right side of the spillway for \$1,149.30.
 - Rose moved to approve the proposal; Marci seconded. The Board unanimously approved the proposal.
- The Board reviewed the proposal submitted by Chapel Valley to replace the black fencing with green and to replace the old posts for \$470.67.
 - Marci moved to approve the proposal; Rose seconded. The Board unanimously approved the proposal.
- The Board reviewed the proposal submitted by Marquez Landscaping LLC for general property landscaping from 2023-2025 at \$3,416 for year 1, \$3,634 for year 2 and \$3,786 for year 3.
 - Rose moved to approve the proposal; Marci seconded. The Board unanimously approved the proposal.
- The Board reviewed the proposal submitted by Greenhouse Cleaning for snow removal at \$120 per hour for plowing, \$15 per 100 pounds of sand and \$15 per 50 pounds of salt.
 - Marci moved to approve the proposal; Rose seconded. The Board unanimously approved the proposal.
- The 2022 Reserve Study discussion will be scheduled soon and will be open to the community to join.

PRIVILEGED: Marjorie moved to convene in executive session to consider personnel matters; consult with legal counsel, discuss, and consider contracts, pending or probable litigation, and matters involving violations of the rules and regulations. Rose seconded. The Board entered executive session at 8:32pm.

Marjorie motioned to move out of executive session at 9:03pm.; Rose seconded. The Board unanimously approved to move out of executive session.

The Board discussed reimbursing a homeowner \$45 for a late fee incurred. The Board passed the motion 4-1 to have the homeowner reimbursed.

ADJOURNMENT: Marci moved to adjourn; Marjorie seconded. The Board unanimously approved to adjourn at 9:21pm.

NEXT MEETING: Scheduled for October 27, 2022, at 7:00pm.

Respectfully submitted,

Lennin Lopez, Secretary/ARHA Director