

CANTERWOOD DIV. 12 STEP ASSOCIATION
October 15, 2019 – 10:00am
Board of Directors Minutes

Call to Order: 10:03 AM

Directors Present: Lynn Singleton, Rick Meeder and John Soukup. Also, present Lisa Dillon and Carol Burton, of Diamond Community Management, Inc.

Other owners present: None.

Email Decisions

Letters to Forest Village HOA regarding landscapers and covering STEP infrastructure were approved.

Letters to homeowners with STEP infrastructure on their property and the need to keep them exposed were approved.

A letter to the community requesting Board of Director volunteers was approved.

A letter to a homeowner notifying him that his property is now on the STEP system and monthly payments are now due was approved.

Minutes of Prior Meeting:

The Minutes of the August 27th, 2019 Board Meeting were approved.

Financial Report:

The August and September Financials were approved.

Old Business:

President Singleton reported that Aadvanced is scheduled to exercise some of the valves in the system in the next few weeks.

President Singleton reported that the Community mailing list is now complete and current.

New Business:

Annual Meeting Venue has been confirmed at the HOA office conference room on Nov. 14th at 6pm.

The Directors reviewed and revised the proposed 2020 Budget for the Association and the reserve account report to the members of the Association.

The representatives of Diamond Community Association advised the Directors that materials for the Annual Meeting must be mailed by October 30, 2019 and asked that all materials be finalized and given to Diamond Community Association within the next week.

The Directors reviewed and revised the Annual Meeting agenda and presentation.

President Singleton advised the Directors that the following individuals have agreed to run for a 2-year term on the Board of Directors:

Randy Young

Megan Amherst

Frank Addison

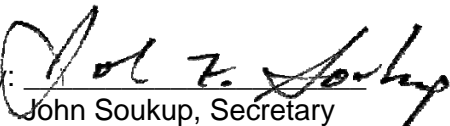
In addition, Director Meeder agreed to run for a one-year term.

Other: The Directors discussed the claims of the owner of an adjacent parcel regarding the STEP system.

Next meeting date: November 14 at 6PM at the HOA office conference room.

Next Board Meeting: TBD

Adjourn: 12:15 PM.

By: 
John Soukup, Secretary