

**Cascades Park Homeowners Association, Inc.
Board of Directors Meeting Minutes
Monday, June 8, 2020 – 7:00 p.m.**

***** Meeting was conducted via teleconference due to concerns over Covid-19 *****

BOARD MEMBERS PRESENT

Kevin Weltens	President
AJ Glascock	Vice President
Heidi Lathrop	Treasurer
Stefan Giede	Secretary

BOARD MEMBERS ABSENT

Teresa Barth	Member at Large
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MANAGEMENT ATTENDEES

Larry Gilbert	Community Manager, SFMC, Inc.
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OTHER ATTENDEES

Paul Bjorlo	Recording Secretary, Notable Minutes, Inc.
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HOMEOWNERS PRESENT

Four homeowners (one of whom lives on Smoketree Terrace and another of whom lives on Blossom Drive) participated in the meeting by phone.

I. CALL TO ORDER & VERIFICATION OF QUORUM

Mr. Weltens called the meeting to order at 7:04 p.m. and verified a quorum was present.

II. OPEN FORUM

Nothing was discussed during tonight's Open Forum.

III. COMMITTEE REPORTS

A. Covenants Committee: Mr. Giede stated the Covenants Committee has approved every application they have received, with the exception of one that they just received today. The Board has decided to have SFMC perform follow-up inspections during the week of June 15th.

B. Website Committee: Nothing was discussed.

C. Newsletter Committee: Mr. Weltens recently sent the updated version of the newsletter to the Board. He asked the Board to review it when they could and offer any feedback.

D. Social Committee: Ms. Lathrop stated not much was going on right now with the Social Committee because of concerns relating to Covid-19.

IV. APPROVAL OF MINUTES

MOTION: Mr. Glascock moved, Ms. Lathrop seconded, to approve the May 11, 2020 meeting minutes as submitted. The motion passed unanimously (4-0-0).

V. FINANCIAL MANAGEMENT

A. Financial Management: Management included the May 2020 Financial Summary Report in the Management Packet for review. Management reminded the Board the CD with Morgan-Stanley was scheduled to mature in September 2020.

VI. CONTRACT SERVICES

A. Grounds Maintenance: Genesis Landscapes has provided the Board with a proposal for watering, which Management included for discussion. The Board agreed that, because of all the irrigation system they have in the community and with the amount of rain recently, it didn't make sense to pay Genesis to water the community. Several Board members also reported that they have seen employees from Genesis mowing over sticks and trash in the community instead of picking these items up. Management asked the Board to relay their feedback to Genesis.

B. General Maintenance: Nothing was discussed.

C. Signal 88 Patrol: Management continues to provide patrol reports to the Board. Issues raised by residents and Board members continue to be addressed with the vendor. Signal 88 has been informed to alert Management to illegal parking of commercial vehicles within the community. They have also provided a renewal proposal for their services. The Board did inquire as to whether it would be possible to gather quotes from other vendors for this service.

D. Trash Service: Nothing was discussed.

E. Pool Management: Premier Aquatics is providing a service-only proposal. The Board discussed if and when to open the pool (or if doing so for the season was financially and logistically feasible).

F. Irrigation Service: No issues to report. The irrigation system has been turned on for the season.

VII. OLD BUSINESS

A. Asphalt / Concrete: The Board has decided to proceed (as of now) with a projected start date of August 3, 2020 for this project. They acknowledged the date may need to change depending on what happens during the next month with Covid-19. Mr. Gilbert reminded the Board that they would likely need to make a final decision at next month's meeting on whether or not to move forward with starting the paving project on August 3, 2020.

B. Landscape Lighting: Vendors have submitted paperwork to obtain permits for new work and are currently waiting on a response from Loudoun County before they can continue work.

VIII. NEW BUSINESS

A. Vehicle Patrol: Discussed previously during contract services.

IX. RESIDENT & MISCELLANEOUS MATTERS

Nothing was discussed during the meeting.

X. EXECUTIVE SESSION – All matters concerning Legal, Collections, Homeowner Violations, Accounts, Account Delinquencies, and Homeowner Correspondence will be discussed in executive session.

MOTION: Mr. Weltens motioned, Mr. Glascock seconded, to enter Executive session at 8:13 p.m. The motion passed unanimously (4-0-0).

MOTION: Mr. Weltens moved, Mr. Glascock seconded, to exit executive session and return to regular session at 8:53 p.m. The motion passed unanimously (4-0-0).

MOTION: Ms. Lathrop moved, Mr. Weltens seconded, to reverse the decision of the Covenants Committee regarding account # 1033011001 and to approve homeowner's application. The motion passed unanimously (4-0-0).

MOTION: Mr. Giede moved, Mr. Glascock seconded, to approve the new updates to the Covenants Committee's guidelines regarding exterior front-entry doors. The motion passed unanimously (4-0-0).

XI. ADJOURNMENT

MOTION: Mr. Weltens motioned, Ms. Lathrop seconded, to adjourn the meeting at 9:00 p.m. The motion passed unanimously (4-0-0).