

Saint John's Park Homeowners Association, Inc.  
Meeting Minutes (Approved)  
Monthly Board Meeting  
Location: Darcey's House  
Thursday, December 14, 2023; 7:00 PM

**INTRODUCTION**

- I. Attendance.
  - A. Present: Darcey T., Kirk McQ., Jamie C., Tracy P., Al B., Allison K.
  - B. Absent: Sharonda W.
  - C. Visitors: None
- II. Reviewed and approved as written the draft agenda for this meeting.
- III. Reviewed and approved the Meeting Minutes for the Nov 16, 2023 meeting as modified.

**GENERAL MEETING SESSION**

- IV. Finances.
  - A. Reviewed the Cash Flow Summary. No issues were noted.
  - B. The CMA financial report for the period ending October 3 was reviewed by the Board members before the meeting and no concerns were expressed about the report during the meeting. The Board is requested to review the detailed Financial Report for period ending Nov 30, 2023 in advance of the next meeting. The Financial Report can be found at: **portal.cmacommunities.com > Documents > Financial - Board > 2023 > Tab 11 Financial.**
- V. Old or Unfinished Business
  - A. Discussed and voted on an MRF submitted by Majid Khan, 440 Thorntree Pass, to add a deck cover over the existing deck at rear of his house. Note: the MRF does not have the required signatures of his neighbors. The request was disapproved because the design and materials were not in compliance with the Community Design Standards. CMA to notify the HO of the decision.
  - B. Carry Over Topics from Last Meeting:
    - 1. Update on Pool Work. The repair of the baby pool is still waiting on the contractor to add it to his work schedule.
  - C. The Board reviewed the final draft of the 2023 Annual Meeting Minutes and approved them as written.
- VI. New Business.
  - A. The Board decided to explore the feasibility of hiring a contractor to decorate the entrance and pool house for Christmas 2024. Darcey will start gathering information to determine the impact on the 2024 Budget.
- VII. Neighborhood Safety. No concerns noted.
- VIII. The 2024 Meeting Schedule was drafted. See Attachment 1.

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- IX. Postponed discussion of whether the Covenants and/or By-Laws need to be changed to reflected procedures used for voting and use of proxies. Refer to the discussion at Paragraph III B of the 2023 Annual Meeting.
- X. Went into Executive Session at 8:10PM.

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**Attachment One: Tentative 2024 St Johns Park Event Schedule**

Event	Date	Remarks
Monthly Board Meeting	Jan 18, 2024	
Monthly Board Meeting	<del>Feb 22, 2024</del> Feb 21, 2024	<u>Kristie to attend.</u> <u>NOTE: Changed to Feb 21, 2024.</u>
Monthly Board Meeting	Mar 21, 2024	
Monthly Board Meeting	Apr 18, 2024	
Community Work Day	Apr 27, 2024	Rain day is May 4, 2024
TENTATIVE: Pool Opens	May 11, 2024	
Monthly Board Meeting	May 16, 2024	
Community Graduation Party	TBD	
Monthly Board Meeting	Jun 20, 2024	
Monthly Board Meeting	Jul 18, 2024	This mtg will be cancelled unless needed for emergency business.
Monthly Board Meeting	Aug 15, 2024	<u>Kristie to attend.</u> Final schedule for annual meeting to be approved.
Monthly Board Meeting	Sep 19, 2024	Approve Draft Budget for 2025
TENTATIVE: Pool Closes and Doggie Swim Day	Sep 29, 2024	
Monthly Board Meeting	Oct 17, 2024	
Community Bar-B-Que and Annual Meeting	Oct 27, 2024	Meeting will be in-person with zoom backup if weather is inclement.
Monthly Board Meeting	Nov 7, 2024	Officers to be determined
Monthly Board Meeting	Dec 12, 2024	

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**EXECUTIVE SESSION**

XI. Business:

- A. Discussed settlement of [REDACTED] Account. DT reviewed a draft letter proposed by Christine Kho at L&J and directed that it be sent as modified to arrive o/a Jan 5, 2024. Based on the response to that letter we will decide what further action may be required.
- B. Discussed settlement of [REDACTED] Account. Darcey updated the Board on the status of this collection and most recent conversations he held with Ms [REDACTED] and Richard Joseph at L&J. Based on that conversation the Board agreed to accept the verbal offer [REDACTED] Ms. Adams and Darcey discussed on Tuesday, December 21, 2023. Specifically, the Board agreed that we would accept a settlement of \$10,000 for the \$13,850.64 owed the Association. We are forgoing collection of all judgement and post judgement interest payments (totaling \$3,412.64) and rounding the balance (\$10,438) down to \$10,000. Attorney's fees, court costs, and litigation expenses and other legal expenses are not being reduced. We will accept payment of \$200.00 per month. We would like that monthly payment applied as follows: First, toward the current year (2024 through settlement payoff) annual assessments and secondly, toward reduction of the \$10,000 debt owed. We will allow [REDACTED] Ms. Adams to pay her annual assessments on a monthly basis if she so desires. Lazega and Johansen is requested to prepare the payment plan. In addition, to the payment terms and other appropriate "legalize", we would also like to ensure that the agreement specifically defines what happens if:
- The annual assessments are increased during the repayment period (we assume the current year assessment will continue to be paid first and the repayment period will extended as needed).
  - A special assessment is required during the repayment period (we assume this would-be a separate payment from this payment plan).
  - Fines are imposed on the property during the repayment period (we assume this would-be an additional payment separate from this payment plan).

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- The property is sold before the payment period is completed (we assume the total owed at that time will become due in full).
- Ms. Adams requests, and the board allows, the homeowner to rent the property as a hardship situation (we assume the monthly payment will be renegotiated and increased to pay the balance owned during the rental period).
- How late payments defined and what happens if the payments are late?

The Board also requests that the agreement be signed ASAP with the first payment due no later than January 15, 2024. Subsequent payments should be due no later than the 15th of each month or as otherwise agreed by Ms. Adams.

**XII.** Executive Session and Meeting adjourned at 8:30 PM.