**President’s Agenda for The Coventry HOA Board of Directors Meeting

MINUTES**

**Wednesday, August 3, 2022 at 7:00pm**

**Call to Order 7:10pm**

**Minutes**

Reading of May/June BOD meeting minutes **n/a**

**Financial Report**

 -Financial report detail (Bank statement report from Judy B)
 **47,000.00 in savings as of July 31
 50,034.95 IN CHECKING AS OF JULY 31** -Dues report / Account status (NOT FOR PUBLIC CONSUMPTION)
 **Making personal contact before levying late fees**

 -Transition from HomeLink: Any outstanding issues? Any fines?

 **-Judy is still going through a loosely collected banker’s box of documents
 -We’re proposing buying a simple laptop with Quickbooks and the Microsoft
 Office suite on it so a digital handoff can be made to upcoming boards**

 **-Judy B will be setting up our financials on QuickBooks
 -We’re proposing doing an independent outside audit to reconcile HomeLink records
 with HOA records**

**Old Business**

 Any ARC requests to discuss?
 **-Nothing new to report other than approved simple requests**

 Pool & Tennis Court: Installation of Cameras and Floodlights
 **-complete, 3 cameras installed along with 3 additional solar-powered motion-
 sensitive flood lights, wired floodlights replaced with new motion-sensitive fixtures,
 we’re proposing adding cloud-based storage so the actions at the pool will be forever
 archived (for a fee).**

 170 Cloister (PTC update)
 **-City has issued warnings and has started a court summons, Board is checking on
 status, Board does have a lien judgement for the fines levied for non-compliance of
 keeping property up**

**New Business**

Revised covenants discussion
 **-Ready to present to the neighborhood, but we need a new Membership Director/
 secretary to sign. Emailed to neighborhood with an explanation of the changes for all
 members to review. Then Signed copy will be delivered to neighborhood with a cover letter and a proxy for voting BY HAND and have the resident sign for receipt.
 Also must be sent to landlords (certified mail).**

 New Membership Director with the resignation of Dalis Manley
 **-Barb Curasi (interim until next election period…October)
 Officially nominated by the board on August 3rd 2022**

 Neighborhood projects (Pool area concrete, deck removal, etc)
 **-Should we consider eliminating the steps from the path to the pool and tennis
 center? Need to propose to the neighborhood via Facebook and email.**

 New lock/gate and/or Card entry system for pool, tennis court, playground
 **-Locks for tennis court are ready. Installation is forthcoming. Secondary access on the back side of the Tennis Court will be eliminated.**

 Retreat Point cul-de-sac renewal
 **-Tabled for other projects to be completed**

 Board access to cameras via app
 **-Ken info…New email for the HOA has been set up, and is used to run the wi-fi
 cameras**

 Any other new business for discussion?
 **-Should The Secretary/Membership Director maintain the Coventry Website?
 -Daryl to talk to landscaper about better maintenance practices, sprinkler upgrade
 is about to happen at the Cloister entrance.**

**Comments from Guests Present or Appeals
 -None in attendance**

**Closed Session (if needed)**

AR Report-N/A

 CCR Report-N/A

 Lien release-N/A

**Meeting Minutes**

Stephen: Complete write-up of August minutes and distribute to board for approval
 **-distributed at the close of the monthly meeting.**

Work with Cynthia House (164 Cloister) to upload minutes to website

 Email: cynthiat.design@gmail.com

 Phone: 626-200-8687

**Set Next Meeting Date
 Suggested as Sept 21 (Wednesday) 2022 at Daryl’s house.**