

The village at Innsbrook Homeowners Association

Board meeting minutes for July 2nd @6pm 2020 via Zoom

Directors Present: Brian Perryman, President
 Mike Hamway, Treasurer
 Thao Cao, Vice President
 Alice Waagen, Director at large
 Robin Colton, Secretary

Meeting called to order by Brian Perryman at 6:10 via Zoom

1. Next meeting Wednesday, August 5th at 6pmth via zoom

2. Presidents Report-Brian Perryman

1. Last month's meeting notes, ok to approve.
2. Discussed boat in driveway on the corner of Village Way and Snowmass. Brian is going to talk with the owner, possibly complete an RFI, depending upon the time it may be staying in the driveway.
3. There was an open discussion regarding putting processes in place when there is a non-emergency or minor complaint from one homeowner about another homeowner to a board member. In the past the member who received the complaint could determine the action needed, if any. The board decided that now whenever a complaint is received, that it needs to be brought to the board meeting and routed through the President. If any action is needed it will be decided by the President and/or the board.

3. Vice President's Report- Thao Cao

Discussed having fillable PDF forms for RFI's making the forms easier, and cleaner and Thao wouldn't have to rewrite/retype the forms. The board is looking into how to accomplish this.

1. ■■■ Zermatt Ct
 - i. Remove small kitchen window and close opening on southeast side of house as part of kitchen remodel. Siding outside must match original siding.
 - ii. Replace current front door with new door. Color will match trim color.
 - iii. Add storm, full view door to main entry door.
 - iv. Replace deck extension to currently existing original back deck. This deck extension replaces a previously existing deck extension removed due to water damage.
 - v. Add single door to exit one replaced deck extension to original deck.
 - vi. Approved by board.

2. ■■■ Winterset Place
 - i. Replacement of existing fence, same dimensions, similar design.
 - ii. Replace driveway curb rail.
 - iii. Approved by board.

3. ■■■ Canaan Valley Ct
 - i. Replace existing deck and connect to deck on other side of sunroom.
 - ii. Approved by board

Treasurers Report- Mike Hamway

1. 2 dues collected
2. 9 remaining dues not collected
3. 1 fine collected
4. 1 disclosure fee
5. Total interest eared for June 4.33
6. Greenline 938 for mulch and 120 for monthly cleanups for March and April
7. Telephone 4.47
8. Dom. Power 13.62

Other:

1. Two homeowners have now submitted the 55.00 dues (late) without the 20.00 penalty. Treasurer to credit the 55.00 and reflecting the 20.00 unpaid balance.
2. ■■■ Village Run Drive asked that the board waive the 20.00 late fee as a courtesy since they had not been late for 15 years. This request was denied by the board.

Director at large- Alice Waagen

1. Copied data base. Renamed original to **Archive Database 06.18.20**. Named copy **Current 06.20.20**. Will store both on Office 365 Excel.
2. Deleted the following columns from Current database:
 - i. Block captain
 - ii. Email Newsletter
 - iii. Email Consent
 - iv. Volunteer
 - v. Compliance
 - vi. All columns for rental information
3. Made new tab for rental information, since there are so few rentals.
4. deleted tabs Change tracker and Email list since these were not generated by formula and look hand entered thus probably not up to date.
5. Cleaned up bad formatting.

Hospitality- Debbi Seitz, via e-mail

3. 10803 St Anton Circle. Visited on June 27th. No answer but left Orchid and welcome letter on front porch.
4. 4601 Needles Eye Terrace. Closed on June 30th. She will visit when she sees some activity.

Other:

1. Debbi recommended disbanding the Welcome Committee until there is a resolution to the Covid-19 situation. This was not discussed further at the board meeting.
2. Yard of the month was discussed regarding whether a sign, or flag, etc. would compromise the covenant, or if the winner could have some other type of recognition, such as being mentioned in the newsletter. There was an open discussion, but no decision was made at this point.

Meeting adjourned by Brian Perryman at 6:46pm

_____ Brian Perryman, President

_____ Mike Hamway, Treasurer

_____ Thao Cao, Vice President

_____ Robin Colton, Secretary