

Twin Brooks Community Association

Board of Directors Meeting - Minutes

March 08, 2022 – 4pm – Twin Brooks Lodge

Attendance:

Board Members: Mike Bigler, Dee Laananen, Rob Mazur, Chuck Royal

Management Trust: Cathy Richard, Executive Community Association Manager

Community Members: 20 households were represented

The meeting of the Board of Directors was called to order by Chuck Royal at 4:00pm.

Agenda Items:

A quorum of Board members was verified.

Minutes of the Special Meeting 12/14/21 were approved.

Consent in Lieu of Meeting regarding the raingarden policy changes was approved.

Old Business

Fence Staining 2022 - special assessment

Chuck explained that the HOA has responsibility for staining and maintaining the community's fences.

Committee Reports

Architectural Review Committee received one request for removal of a tree in a homeowner's yard.

Landscape Committee – The motion to authorize the Landscape Committee to spend up to \$500/task without the need for competitive bids provided total spending is limited to the \$5500 budgeted was approved.

The Board unanimously approved Resolution 08-2021 - Raingarden Policy revision.

New Business

- Covid Masking Guidelines – the mask mandate terminates 03-12-22, contingent on local government not extending it. Chuck proposed making masking optional; Mike seconded and the motion passed.
- Reimbursement expenses (\$81.46 for Zoom meeting costs for 4 months in 2021 incurred by former Board President Julie Clagett, and \$95.50 by Gayle Lovely for Lodge expenses) were approved.
- Hazard Tree issues – 9 trees in NGPAs require attention (bids have been obtained from 4 service providers/vendors). Mike initiated the process to obtain the required permit from the City of Mount Vernon and hopes for approval by the end of March. Mike explained the need for funds for tree topping/removal (\$2500), permit (\$300), and seedlings (\$100); this was unanimously approved.
- Chuck moved for awarding the bid to A-1 (\$2500), seconded by Rob. This was unanimously approved.

The meeting was adjourned at 5:12pm (Chuck moved, Dee seconded).

Respectfully submitted,

Robert Mazur, Secretary