

**BOARD OF DIRECTORS MEETING
SUTTON LAKES OWNERS ASSOCIATION**

**March 21st, 2022
1813 Willesdon Dr E**

- 1. Roll Call:** *Quorum established. Meeting called to order at 6:32pm.* Brandy Williams, David La Cognata, Ian Mackenzie, Misty Torres- Property Manager
Not Present: Linda Brocker, Bill Franco

2. President's Comments:

- Appoint new Board Member: Kyle Lee
 - Motion: David
 - Second: Brandy
 - All in Favor

3. Approval of Minutes: Tabled Annual Minutes

- Motion: Brandy
- Second: Ian
- All in Favor

4. Review of Financials: Ian MacKenzie

- Motion: Brandy
- Second: David
- All in Favor

5. Management Report:

- Pools:
 - Finalizing monitor schedule
 - Started the cleaning process for chairs and did inventory of supplies
 - Opens April 2nd
- Landscaping:
 - Mulch install started today. Will be finished by next week (will include island on Aston Hall)
- Reported Items (email/FB/NextDoor)
 - 11331 Doubleday Ct: tree fell on fence and shed
 - 11149 Windlesham: Semi cab parked on the street
 - Vehicles parked on street at Bugatti: reported to Officer Spencer and he put tickets on the vehicles
 - 3 AirBnB reported: all reported to the city for zoning
- Basketball court: Will be cleaned and lines repainted. Have to address possible trip hazards first
- ARC Approvals:
 - 2047 Willesdon Dr E: Pavers

- 11098 Englenook: Pavers
- 2137 Willesdon Dr E: Palm tree removal/storage structure relocation
- 1898 Willesdon Dr E: Painting same color
- Financials:
 - Actual/Budget
 - Utilities: \$4,168.68 (A)/ \$4,583.33(B)
 - General/Administrative: \$11,983.76 (A)/ \$11,662.89 (B)
 - Pools: 3,330.81 (A)/ \$7,104.17 (B)
 - Security: \$5,495.25(A)/ \$6,191.67 (B))
 - Landscaping: \$3,746.64(A)/ \$4,233.34 (B)
 - Lakes: \$3.923 (A)/ \$2,057.33 (B) (Paid out Jan and Feb Invoice for Lake Management)
 - Repairs/Maintenance: \$140(A)/ \$1,318.11 (B)
 - Capital: \$0 (A)/ \$0 (B)
 - Total Expenses: \$32,788.14 (A)/ \$37,150.84
 - Year to Date: \$62,683.55 (A)/ \$74,301.68 (B) Under Budget \$11,663.13 year to date

6. Old Business:

- A. Date change for Closed Meeting with Counsel (moved to March 31st, 2022, at 5:30pm)
- B. Ideas for amenities survey (send postcard and post on social media). Ian will start on this after meeting.
 - Pickle Ball
 - Dog Park
 - Exercise Equipment
 - Clubhouse
 - Other

7. New Business:

- A. Yard of the Month
 - Presented by Gail Lewis from Exit Realty
 - No cost to Association
 - Committee: Gail/Nancy/Tami/Ian
 - Motion: Ian
 - Second: Brandy
 - All in Favor
- B. Magnolia Trees for Pocket Park:
 - Motion: Ian
 - Second: Brandy
 - All in Favor

C. Board Meeting Day Change:

- Have meetings on Tuesdays with food truck nights
- Order stake signs to go out week prior to the meeting
 - Motion: Kyle
 - Second: Brandy
 - All in Favor

8. Open Forum:

- Add new trash can to back park, outside pool

9. Adjournment: 7:51pm (Ian/Brandy)