

Nantucket Preservation Association, Inc. (HOA)
Board of Directors Meeting
Location: 1415 Harpers Ferry
5:30 P.M. Tuesday 09 May 2017
MEETING MINUTES

1. **Quorum Call:** 5:35 PM, Board members present: Bernie Bernard-Secretary, Kevin Griffin-Asst-Secretary, Cecivon Garcia-Treasurer, Ward Wells, and Howard Williams. *Quorum Met.* Visitors: Hank McQuaid (HOA Mgr).
2. **Approval of prior BoD Minutes:** 11 March 2017 Board meeting minutes approved unanimously.
3. **Management report:** Hank reviewed current financial statement; all in order. 2017 dues are continuing to come in. There were 27 delinquencies as of the end of April.
4. **Business Discussed:**
 - a. *Mowing Schedule:* Defined a mowing frequency of: Jan 0x, Feb 1x, Mar 1x, Apr 2x, May 2x, Jun 2x, Jul 2x, Aug 2x, Sep 2x, Oct 1x, Nov 1x, Dec 1x, totaling 17 times each year. This is for the park and the ROWs. Approved unanimously.
 - b. *Budget:* Went thru 2017 budget line by line to update new Board members.
 - c. *Traffic:* Discussed upcoming 18 May P&Z meeting presenting results of Traffic Impact Analysis and looked at the plat to be shown. Board members will be in attendance at that meeting to observe.
 - d. *Property Tax on Commons:* The HOA received a property tax assessment of \$100 for the tax value of the 36.2 acre common area including the lake and park. The tax will be \$2 for 2017. This type of assessment is new to our property.
 - e. *Web Site:* **Bernie** will come back with recommendations on closure of the old web site and for continued management of the new web site.
 - f. *Board Assignments:* The Board decided to redefine and divide the various elements of Board responsibility, with the intent that the responsible Board member be the immediate Contact for each element. The HOA web site is to be updated to explain this newly organized structure (including updating the current board member names), and we will list the Contact for each element with, name, phone number, and email address. We will also include a scope of each element intended to set expectations and answer frequent questions.
5. **Next Board meeting:** 11 July at 5:30 PM at 1415 Harpers Ferry (Ward's)
6. **Adjournment 7:02 PM**



Bernie B. Bernard, Secretary