

**Heather Wood I
Board of Directors
Meeting Minutes
Meeting Date:
December 7, 2022**

Heather Wood I Annual Election Meeting

The election meeting was called at 7:14 P.M. Since a 50% quorum of votes was not met, the board appointed the one candidate running: Joan Farb.

Regular Board Meeting

Bob Pollet, HWI HOA president called the meeting to order at 7:20P.M.

Establishment of a Quorum

A quorum was met with 3 board members present. In attendance were Bob Pollet, Joan Farb, Jack Labarko. Also, Rob DeGeorge, the Community Manager for HWI HOA was present.

Minutes

A motion to approve the board the October 2022 minutes was made and it was seconded. They were approved by all board members.

Financial Report

A motion to approve the November 2022 financials was made and it was seconded. All the board members approved them.

New Business

Reorganization of Board

President: Jack Labarko

Vice President: Rebecca Koo

Treasurer: Jack Labarko

Secretary: Joan Farb

Environmental Advisory Committee: Bob Gallagher

Community Advisory Committee: Bob Pollett

Meetings Schedule for 2023

The Board decided to have quarterly meetings. The following meeting dates are:

March 27, 2023, on zoom at 5:30 P.M.

June 26,2023 on zoom at 5:30 P.M.

October 2, 2023, the annual meeting at the Clubhouse at 7:00P.M.

December 4,2023 on zoom at 5:30 P.M. Please note management will be in the clubhouse.

Clemons, Richter and Reis Legal Firm

Clemmons, Richer and Reis sent a letter of rate increases for legal services in 2023.

Hourly rates:

Stefan Richter / Partner:	\$280
Hal A. Barrow:	\$295
Josephine Lee Wolf/ Associate:	\$235
Community Association Liaison Paralegal:	\$120

The following collection matters are handled on a flat fee;

Initial demand letter:	\$210 including searches and mail.
District Justice Complaint	\$450 plus court filing fee
Attendance at District Justice Hearing:	\$650 includes prep and travel
District Justice Writ of Execution	\$400 plus court filing fee
Transfer of Judgment to Common Pleas	\$400 plus court filing fee

2022 Heather Wood I Audit and Tax return

Frank April submitted a letter of engagement for the 2022 audit of Heater Wood I and tax return. The fee will be \$1200.00.

Old Business

2023 Budget The 2023 Budget was mailed out to all the homeowners.

_Next meeting date: The next meeting will be Monday, March 27, 2023, on Zoom at 5:30PM

Adjournment

A motion was made to adjourn, and it was seconded. All agreed. The meeting was adjourned at 7:44 PM

Executive Session

Delinquency and Violations

272 Sequoia Management will check on the status of the bank foreclosure on this property.

