

## Muirfield Heath HOA Board Minutes

April 21, 2022: 9:00 am

Location: 3020 Rosemead

Participants: Cliff Fromm, Yves Prechac, Ken Ludwig, Dana Tripodi, David Cohen

### Open Action Items Prior Meetings:

**Finance Action:** Review estoppel documentation and ensure board members can execute should Yves be out of pocket

**Finance Action:** Update authorized signers on bank account, remove former officers

**Finance Action:** Yves to contact Cavanaugh to determine if 2021 billing variance is an error or can be substantiated

**Pool Action:** David and Ken to lead an overall evaluation of the pool, to include codes/compliance, equipment and structure

- They will meet with commercial experts and bring their findings back to the board so work can be prioritized and appropriately budgeted.
- **Action:** Reline cast iron drain pipe, David and Ken to include in full valuation
- **Action:** Ken and David will review the pool and irrigation valve as part of their evaluation, should there be one for each?

### Landscape Action:

- **Action:** Ken and David to provide perspective on scope of work, Ramone's insurance and go forward, Ken to ask Ramone for proof of insurance
- **Action:** Review invoice monthly from Fields of Gold, Yves working with Ramone to decrease Field of Gold invoices over next 6 months to pay back \$3200 to MH

**Insurance Action:** Ken to review HOA insurance policy, provide his perspective to board (**complete, will meet with agent in future before next year's invoice**)

**Insurance Action:** Yves is monitoring and paying the HOA insurance policy yearly, need back up, board to discuss further, Cavanaugh may be an option

### Notes from 4-21 discussion:

Meeting called to order

Quorum certified

Dana to send Yves information so that Pulawski's can be reimbursed \$100 for removal of palms

Yves to complete annual report questionnaire and provide to Becker so it can be properly filed

Bank signatories – Yves need letter for bank and minutes from the board meeting following Annual HOA for bank, will make appointment to remove all but Yves and Ken

- Appointment to be made with bank to make changes to signatories
- Letter required for bank with adds and removals of names, Yves sent email with list, Dana to write

Architectural reviews to be handled by Cliff, reviews to be added to board minutes going forward

Pool – next meeting select bid for re3surfacing

Communication – midyear communication to all HO on pool, palms etc., newcomers package to be developed

Grounds – hold on mulch until resurface complete, address irrigation as part of landscape and overall pool plan, palms to be maintained by homeowners, Yves to address fertilizer with Ramone

Treasurers report – 40k in CDs, 25k to be maintained for operating, Cavanaugh not yet informed of accounting change with regard to reserve, address in meeting with Cavanaugh

Contract reviews – tabled to next meeting (insurance)

Next meeting: Thursday, May 12, 9 am, 3020 Rosemead

**Respectfully Submitted,**

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April 21, 2022

**Dana-marie Tripodi, Secretary**