

**CROSSPOINTE SWIM & RACQUET, INC.
MINUTES OF THE BOARD OF TRUSTEES MEETING**

Zoom Meeting

March 9, 2022

I. ATTENDEES

Board of Trustees Members Present: Howard Kaufer, President; Larry Rice, Vice President; John Cewe, Treasurer; Patricia Ciarlo, Secretary; Randy Cotten, Trustee; Andrew Haskins, Trustee; Hayden Shea, Trustee; and Alan Sullivan, Trustee.

Absent: Brian Riley, Trustee.

Others present: Heather McDevitt, Community Manager, FirstService Residential; and Billie Kay Denbo, Recording Secretary, On the Record.

II. CALL TO ORDER

Mr. Kaufer called the March 9, 2022, Crosspointe Swim & Racquet, Inc. Board of Trustees (Board) meeting to order at 7:00 p.m., noting the presence of a quorum.

III. RESIDENT'S TIME

Hayden Shea – Mr. Shea addressed the Board, discussed the Officers Election process, and requested that this topic be added to tonight's meeting agenda for discussion.

IV. NEW BUSINESS

Pond Roofing & Exterior Proposal Review – Mr. Anthony Themak reviewed and discussed the products to be used for the roofing projects at the Glen Eagles and Oak Chase buildings. He discussed the warranties for the varied materials: Architectural shingle-20-30 years life expectancy; Grand Manor shingle 30-40 years life expectancy; and CeDur shingle (synthetic cedar) is more expensive and labor intensive. Pond Roofing offers a 25 year workmanship warranty and service plan.

V. SECRETARY'S REPORT

BOT Minutes of February 9, 2022

By unanimous consent, the Crosspointe Swim & Racquet, Inc. Board of Trustees approved the February 9, 2022, BOT Meeting minutes as amended.

VI. FINANCIAL STATEMENTS:

The Board and management reviewed and discussed the financial statements for the periods ending December 31, 2021, and January 31, 2022, to include the income, expenses, delinquencies and the 2021 end of the year and 2022 new year numbers.

On the Record

By unanimous consent, the Crosspointe Swim & Racquet, Inc. Board of Trustees approved the December 31, 2021, and January 31, 2022, financial statements as presented.

VII. COMMITTEE REPORTS

Open Space Committee (OSC)

The Board received the January 19, 2022, Open Space Committee's meeting minutes.

Communications Committee

The Board received the December 7, 2021, Communication's Committee's meeting minutes.

Social Committee

The Board received the February 23, 2022, Social Committee's meeting minutes.

Budget & Finance Committee (B&F)

The Board received the February 23, 2022, B&F's meeting minutes.

VIII. NEW BUSINESS

Republic Services Invoices – The Board and management reviewed and discussed the Republic Services contract invoices. Ms. McDevitt stated that each month management makes corrections to the charges and requests credits on the monthly invoices which is very time consuming. The Board also discussed the complaints in regards to the lack of good service by Republic Services.

ACTION: The Board directed management to contact Republic Services in regards to correcting invoices and confirm they will provide correct invoicing moving forward.

Social Committee Requests – Ms. Cotten discussed with the Board of Trustees the Social Committee events previously approved by the Board. She reviewed the Committee's new event requests for approval to include tot lot play dates, two per month with rotating days; virtual beer event with the Wine Attic; and a pool party in the summer. Ms. Cotten discussed the condition of the tables in the community center and requested that the Board approve the purchase of new Costco Lifetime tables.

ACTION: The Board directed management to work with Ms. Cotten in regards to purchasing new tables for the community center and storing the old tables in the shed.

Install a Flood Light & Circuit/Outlet near Oak Chase Volleyball Court – Mr. LeMay reviewed and discussed with the Board the Lighting Services & Supplies, Inc. proposals submitted by the Pool Committee for the installation of a new flood light and new circuit/outlet near the Oak Chase volleyball court. He stated that this will be a dedicated circuit, a GFCI receptacle, and a motion activated light.

MOTION was made by Mr. Cewe and seconded by Mr. Sullivan to approve the Lighting Services & Supplies, Inc. Proposal #2021-157, dated October 7, 2021, to provide and install

a new flood light; trenching as needed for the flood light feed; and a new dedicated circuit with a GDCI receptacle; with the cost not to exceed \$4,500. The motion passed unanimously (8-0-0).

ACTION: The Board requested management to confirm the prices quoted in the Lighting Services & Supplies, Inc. proposal dated October 7, 2021.

Appointment of Budget & Finance Committee Chairperson – The Board discussed appointing a chairperson for the B&F Committee.

MOTION was made by Mr. Cewe and seconded by Mr. Sullivan to approve the appointment of Mr. Phil Ciarlo as the B&F Committee Chairman for one-year. The motion passed unanimously (8-0-0).

FY2023 Draft Budget Development Schedule – The Board reviewed and discussed the FY2023 Draft Budget Development Schedule submitted by the B&F Committee. Mr. Shea requested that all the budget development meetings be on Zoom for all homeowners to listen.

ACTION: Mr. Shea will work with management to test the “MEETING OWL” to be used in the community center for virtual meetings. Ms. McDevitt will schedule and distribute a virtual link for each scheduled budget meeting.

O&S Architects & Engineers Presentation for Various Projects – Mr. Kaufer stated that he requested this item to be added to the meeting agenda so that he can discuss the conversation he had with Brent Caruso, Project Manager, O&S Engineering in regards to the entrance walls/monuments, and bridge contract proposals.

MOTION was made by Mr. Shea and seconded by Mr. Haskins to approve the O&S Engineering proposal for work on the entrance walls/ monuments using a multi approach, Option #1, Phases 1 &2, and for the Heron Pond signature bridge, Option #1, Phase 1. Conditional that O&S Engineering will obtain all required bridge permits under the \$40,000 price. The motion passed (7-1-0) with Mr. Rice opposing.

ACTION: The Board directed management to draft an email to O&S Engineering in regards to the Board’s decisions on the entrance walls/monuments, and bridge project and to have Mr. Kaufer review the email prior to sending.

Draft Swim & Dive Team Memorandum of Agreement (MOA) – The Board reviewed and discussed the MOA and agreed to send it to the Pool Committee.

ACTION: The Board directed management to send the MOA to the Pool Committee and then to the Swim and Dive Teams, and request that they provide a sheet listing the changes or a track changes document to the Board.

Oak Chase Pool Perimeter Fencing – The Board reviewed and discussed the proposals for fencing at the Oak Chase Pool to include the additional information provided by management at tonight’s meeting.

MOTION was made by Mr. Shea and seconded by Mr. Cewe to approve Lotsa Fencing Options, Inc. (L.F.O.) proposal for fencing at the Oak Chase Pool perimeter to include the ‘Fleur de Lis’ finials, a commercial grade black, aluminum fence, with the cost not to exceed \$40,000. The motion passed unanimously (8-0-0).

Glen Eagles Pool House, and the Oak Chase Pool House Roofing – The Board reviewed and discussed the contract proposals to replace the roofs at the community center, Glen Eagles Pool House, and the Oak Chase Pool House. The Board discussed the different roofing product options to include Grand Manor style shingling and dormer options of trim wrapping versus total replacement (trim, siding, windows, & painting).

ACTION: The Board agreed to conduct an email vote on the roofing proposals after management obtains updated proposals as requested by the Board.

ACTION: The Board agreed to authorize Ms. Ciarlo to make the color selection for the Grand Manor style shingles.

2022 Annual Meeting Preparation Updates – The Board reviewed and discussed the updated annual meeting agenda, the attendees that have confirmed their attendance, and those who will be present at the community center during the annual meeting to include the Elections Committee, Patricia Ciarlo, and Heather McDevitt.

ACTION: The Board directed management to send the revised annual meeting agenda and the 2021 Annual Meeting Memorandum to Mr. Kaufer prior to the annual meeting.

Reinstalling the Bayberry Ridge Basketball Court Rim – The Board reviewed and discussed the request submitted by an anonymous person. The Board agreed not to reinstall the rim.

Board of Trustees Officer Election Process – Mr. Shea discussed the process and reviewed the instructions and process he submitted.

VII. MANAGEMENT

Contracts, Maintenance, and Operations Review – Ms. McDevitt reviewed and discussed the March 2022 monthly Operations Report, and updates with the Board. Mr. Shea inquired about the driveway inspections and Ms. McDevitt stated that they were nearly completed.

VIII. EXECUTIVE SESSION

MOTION was made by Mr. Sullivan and seconded by Ms. Cewe to convene into Executive Session at 9:37 p.m. to discuss collections, legal, and homeowner account matters. The motion passed unanimously (8-0-0).


[Regular Session reconvened at 9:44 p.m.]

MOTION was made by Ms. Ciarlo and seconded by Mr. Rice to deny the waiver request submitted by homeowner Account #C5-PEAC-8301-01. The motion passed unanimously (8-0-0).

IX. ADJOURNMENT

MOTION was made by Ms. Ciarlo and seconded by Mr. Cewe to adjourn the March 9, 2022, Crosspointe Swim & Racquet, Inc. Board of Trustees Meeting at 9:45 p.m. The motion passed unanimously (8-0-0).

Submitted by: Billie Kay Denbo, Recording Secretary, On the Record

Attested to: 
Patricia Ciarlo, Secretary