

Raintree Villas Home Owners Association, Inc.

Date: June 2, 2022

Location: Zoom

Time: 6:00 PM

May Meeting Minutes

I. Call the meeting to order: At 6:00 PM

- Recognize Board Members: Amy Gilpatrick, and Filip Koutzev, Barbra William, Cathy Pettijohn-Russell
- Amanda O'Daniel, property manager, MBRE
- Recognize Homeowners: Lina Koutzev

II. Appointment of Board Officers: Amy Gilpatrick resigned from the Board of Directors. Board positions were discussed but tabled until the next meeting. A discussion was had regarding the appointment of a new Board Member to replace Amy.

III. Reading and Approval of Minutes- A motion was made for the minutes to be approved, this motion was seconded, all were in favor.

IV. Financial Reports- Amanda gave the financial report. A motion to accept the Financial report was made with clarification of certain items, the motion was seconded. All were in favor. April Financials were accepted.

- Cathy had questions about checks she signed that were not in the financial report. Amanda informed her that because those were signed in the month of May, they would be in the May report.
- Cathy wants to know the exact amount that is required to go into the reserve account each month. Amanda will be reporting this to her once the answer is clarified.
- The BOD wants to make sure all bank account statements are included in the Financial Report that they receive each month,
- After reviewing the Kirkpatrick bank statement Cathy had questions regarding some Leasepay settlements.

V. Old Business

- A. Kendall had a roof inspection done. This inspection was discussed, and it was decided that a special meeting be had so Kendall can make a report on the inspections findings. A motion was made to prioritize and organize needed roof repairs ensuring a way to triage leaking roofs.
- B. The Special Assessment balance was discussed. The steps to bring these accounts up to date were discussed.
- C. The landscaping was discussed. Amanda will provide the Board of Directors with the landscaping contract.
- D. The Loss Assessment was discussed. Amanda reported that a letter was sent to all Homeowners and refunds have been sent out.

VI. New Business

A. A licensed inspector will be contacted regarding the roof repairs.

VII. Next Meeting Date June 30, 2022 at 6PM via Zoom

VIII. Adjournment at 7:30 PM