



Board meeting Minutes July 29, 2022

- I. **Call to Order:** President Van Free called the Board meeting to order via Zoom at 5:39 pm. Board member attendees included: Van Free, Shirley Brown, Dr. Asad Khan, Jim Sadie, Thomas Marangoly, Hieu Vo, Henry Davis, and Executive Director, Aya Zaied.
- II. **Approval of minutes** from previous meeting: V. Free asked J. Sadie to read minutes to the entire Board because all members did not receive email with the previous minutes. A. Khan motioned to approve the minutes. S. Brown seconded; the motion passed.
- III. **Security System Update and Gate Access:** A. Zaied reported that the new tag cameras are working well. We can pinpoint details of the plate from each vehicle entering through the gates. The company, Comtex Technology, is putting together a quote to further reinforce detailed information for gate access.

J. Sadie shared details about a situation that took place July 9, 2022, at 1 p.m: As he was entering the development at the Ray Thorington – Deer Creek Crossing entrance, an SUV passed him at a high speed and actually entered the gates on the wrong side of the road, facing oncoming traffic. A late model white four-door sedan had to pull off the road in order to avoid a collision. J. Sadie followed the SUV and could not keep up with it at 60 mph. The vehicle flew through a stop sign and pulled into Greythorne Pod. Sadie confronted the driver, reported this to A. Zaied, and called the police. Zaied shared that we have had other problems with the residents at this property. Sadie met with officer and shared information and photos; officer said that she follow up and visit driver. Board members noted the danger of confronting this person, and Sadie acknowledged this as well. J. Sadie recommends following up with our security and having a tag camera identify things like this so that we can be aware of similar situations and take appropriate action.

 - a. **Compliance Update:** Per A. Zaied, we hired a new employee, Jordan, to handle compliance issues.
 - b. A. Zaied discussed and showed us a brief presentation on an app that would help with compliance issues. The cost is \$495/month and would help us to track status of violations more effectively. A lengthy discussion followed. The company, HOA-LIFE, would also get approximately 2.9% of all fines. The app can be integrated with TOPS. V. Free asked A. Zaied for additional information, and she plans on emailing the Board members a packet of information. We are also able to use this on a trial basis. J. Sadie moved to go forward with the trial, H. Davis seconded. The motion passed.
- IV. **Office Update, A. Zaied**
 - a. Reported that Cody Herring is transitioning to administrative duties and doing a very good job. She would like to have him as a full-time employee. S. Brown motioned to make the position full-time. H. Davis seconded. The motion passed.
 - b. Wage Increase – Office Staff: A. Zaied asked that we make some adjustments in salaries to be competitive and more in line with other professional positions. Christy and Cody will be full-time, and Ray and Jordan will be part-time. Christy and Cody will earn \$16/hour. After some discussion S. Brown motioned to raise the salaries. T. Marangoly seconded the motion. The motion passed.

- c. Newsletter: Information from the newsletter's recent events: we had great turnout at Fall Festival, the Luau, and the Movie Night.
 - d. Tennis Courts: The man doing our tennis court resurfacing and pickle-ball courts said he will not be able to get ours done this year as planned, as he is behind on work. A. Zaied had lengthy discussion with him about his last year's agreement that he would do ours this year. He is hoping to do ours in Spring 2023.
 - e. Benches: PMS will be installing our new benches soon as they arrive.
 - f. Veranda Flooring & Gym: The gym is nearing completion and things are slowly coming together.
 - g. Financial Review: Online payments have been coming through increasingly well. A. Zaied states that we are on track for the calendar year except for some major repairs in plumbing and on the Deer Creek fountains.
- V. H. Davis asked if there is a process in order in the event of a separation between Deer Creek and Executive Director, A. Zaied. A. Zaied said yes and that there are two people who have all necessary information, V. Free and T. Marangoly.
- VI. Adjournment: The meeting adjourned at 7.18 p.m.

Respectfully submitted, Jim Sadie

11- 17-2022

Date of Approval