

The Shadows at Manchac Homeowners Association, Inc.
Board of Directors Meeting
Tuesday, January 15, 2019

MINUTES

Board meeting held at 6:00 pm, Tuesday, January 15, 2019.

I. CALL TO ORDER

- a. President Chris White called the meeting to order at 6:00 pm

II. ROLL CALL OF BOARD MEMBERS

- a. Chris White, Lindsey Olivier, Megan Coco, Anna Tripp, and Brandon Boswell. No absentees.

III. APPROVAL OF THE MINUTES

- a. Motion by Mr. White to approve the minutes of the Regular Meeting on December 10, 2018. Motion carried with no objection.

IV. CURRENT FINICAL CONDITION

- a. Mrs. Tripp reported on the financials, budget, and reconcilements.
- b. Discussed the status on reimbursement of expenses.

V. MANAGEMENT REPORT/ARCHITECTUAL CONTROL

- a. There are 13 new and existing violation outstanding
- b. Several additions or alterations have been made to homes without prior approval. The Board will contact Community Management to ensure the proper process is being followed.
- c. Mrs. Oliver proposed setting the approval period to expire after 6 months. After 6 months, if the addition or alterations to the property have not been completed a new request should be submitted.
- d. The lawn service agreement with Gillum Lawn service was canceled and Tripp's Lawn Care was awarded the new contract, which includes servicing the Dry Pond.

VI. PENDING ISSUE

- a. Detention Pond
 - i. Mrs. Olivier is working diligently with the Parish to resolve issues with the detention pond. Updates will be posted on the neighborhood website. There is an open work order with the Parish.
 - ii. The Board is looking into designing and ordering signs for the pond to deter littering and trespassing.

- iii. The prior pond service was discussed, and the Board will follow up with D. Antoine Lawn Care. Mr. Joseph has been contacted several times due to failure to perform services he was previously paid for in the amount of \$3,500. Mr. Joseph agreed to burn the pond but failed to fulfill his obligation.
 - b. Utility lines, trees, and drainage issues
 - i. The Parish has surveyed the land and determined two trees near the detention pond need to be removed.
 - ii. The Board will address the water drainage issue on the Common Land due to nonresidents.
 - iii. Additional landscape will not be added to the Common Lot until the Parish has completed all repairs.
 - c. The sick hole in the resident's front yard has been addressed.
 - d. The playground and sign in front of the community have been pressure washed.
 - e. The entrance irrigation system is currently working, and no repairs are needed at this time. Mrs. Oliver and Mr. Boswell mentioned that a timer should be acquired for the watering of the bushes and flowers at the front.
 - f. The Board is looking into quotes to have the broken sidewalk near the playground repaired.
 - g. The Board is looking into quotes to have electricity installed at the front sign and in the Common Lot.
 - h. The Board is looking into options for sprucing up the sewer treatment area. Mrs. Oliver contacted the sewer company who will replace the broken part of the fence and has given approval to paint the fence to be less noticeable. Mr. White recommended that the painting wait until the property is purchased and get the owners recommendation/preference.

VII. ITEMS PASSESED

- a. Signage Policy and Guidelines:
 - i. Motion by Mr. White to approve the Resolution drafted by the Board. Motion carried with no objection.
- b. Assessment Collection Policy:
 - i. Motion by Mr. White to approve the Resolution drafted by the Board. Motion carried with no objection.
- c. Rules and Recording Policy:
 - i. Motion by Mr. White to approve the Resolution drafted by the Board. Motion carried with no objection.

II. NEW BUSINESS:

- a. Mrs. Coco will draft a letter that will be given to real estate agents to ensure the Governing Documents are provided to the buyers before the purchase of any home in the community.

- b. Mr. White discussed further review is needed on the existing ACC Review Policy and the Collections Policy.
- c. Mr. White discussed having Rules and Regulations created that will better inform the Members on what is allowed and what would be approved, and mentioned it would be better for the management services to cite a section when a violation is cited to make it more clear on what the violation is, such as parking restrictions, insurance requirements, possibly lease agreements, etc.
- d. A Strategic Plan was created and passed by the Board and posted on the HOA website. Mr. White stated that it can be revised/updated to include short-term and long-term plans.

III. COMMUNITY CALENDAR

- a. Meeting Saturday, April 10, 2019, at 6:00 pm at the Oak Grove Community Center. Mr. White mentioned that it is confirmed that the Sheriff's Department and our Councilor is scheduled to attend and give a presentation.
- b. The annual Easter party will be on Sunday, April 14, 2019, from 2-4 pm in in the Common Area. Mrs. Coco will be collecting plastic eggs and other goodies.

IV. TO THE GOOD OF THE ASSOIATION

- a. Resident's yards are looking great considering the season. Yard of the month will not be awarded in January of February due to the climate. Mrs. Oliver stated she would discuss it with the Landscape Committee and will draft a policy on the areas judged each month.
- b. Flyer for newsletter
 - i. We will place a reminder for outstanding fines and address the concerns of driving speeds.
- c. The Welcome Committee will deliver welcome packets to new neighbors.

V. NEXT BOARD MEETING

- a. The next Board Meeting is tentatively scheduled for Tuesday, February 05, 2019, at 6:00 pm

Meeting Adjourned


Megan Dianne Coco, Secretary to the Board