

The Shadows at Manchac Homeowners Association, Inc
Board of Directors
Minutes of the Annual HOA Meeting
November 11, 2021

Minutes of the HOA Annual HOA meeting of The Shadows at Manchac Homeowners Association, Prairieville, LA, held at the Common Lot at the Shadows at Manchac in Prairieville, LA, at 6:00 p.m. on November 11, 2021.

I. CALL TO ORDER

Community Management, Amanda Betancourt called the meeting to order at 6:22 p.m.

II. ROLL CALL OF BOARD MEMBERS

All Board members were present:
Misty Entremont, President
Joey Thornburg, Vice President
Justin Smith, Treasurer
Christina Martino, Secretary
Mark Ammons, Member at Large

III. APPROVAL OF PRIOR MEETING MINUTES

Motion by Christina Martino, to approve the board minutes for November 11, 2021 by e-mail, motion was seconded by Misty Entremont, President. Motion was carried and meeting minutes were approved by all Board Members on January 18, 2022 at 9:00 a.m.

IV. CURRENT FINANCIALS

Amanda Betancourt (Community Management) went over the financials for the year.

Income received for 2020	\$53,974.22
Expenses paid out for 2020	\$50,832.35

Current Year 2021	
Income	\$53,808.88
Expenses	\$38,056.83

Current Operating Bank Balance	\$41,699.38
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2 delinquents for assessments, 1% delinquency rate
3 open liens
There were 11 homes sold in the last year.

V. OLD BUSINESS

1. Drainage Issues: Misty Entremont, President of the HOA has been in continuous communication with Ascension Parish Drainage Board President, Clint Cointment along with Councilman Aaron Lawler to address our current issues of flooding at the front of the neighborhood.

a. The engineer hired by the Drainage Committee has recommended that the

dry detention pond be turned into a wet pond and all pipes at the front of the neighborhood be fixed. This still will have to be voted on by the Drainage Committee.

b. The HOA Board will obtain quotes to determine the cost associated for the HOA if the dry pond is turned into a wet pond. The Board will be getting quotes for: floating pond fountains, fish for pond (checking with wildlife fisheries to see if they provide them for free), and running electricity to the pond.

VI. ITEMS BEING VOTED ON AT THIS MEETING

None

VII. NEW BUSINESS

Amanda Betancourt (Community Management) discussed the following:

a. Communication Platforms - ComWeb portal is the website that will give you access to your account information online. You can view your account balance, governing documents for your association, corrective actions on your account, etc. Cmgmt.supportsystem.com is our support ticket portal- you can ask questions, request fine removal, report a corrective action or a work order, submit an ACC request etc. by using this site. We know that various communication platforms can get confusing if you access our company website cmgt.org there are links to these different platforms.

b. Enforcement Policy - Community Management is in your community once per month to complete a site inspection and look for corrective actions in your community. The enforcement resolution allows for corrective action notices to be sent every 10 days.

1st notice - courtesy

2nd notice - \$50 fine

3rd notice - \$100 fine

4th notice is sent to the board for them to decide how they wish to proceed with enforcing the violation

If you notice a violation of the restrictions in your community, you can submit a time/date stamp photo to CMGT to report the violation. If you feel a notice was sent in error, you can submit a ticket through the ticket system.

c. ACC Request - In almost all HOA's, any exterior change or modification to your home or property must be approved prior to work beginning. You can submit an ACC Request through our support ticket portal by choosing help topic- ACC Request.

The ACC request will ask you for a sketch, dimensions, and materials for the project you wish to complete. Once your request is submitted, it will be sent to our ACC Department to ensure we have all of the necessary documentation before we send it to the architectural control committee. Once the ACC committee receives your request, they have 30 days to approve or deny the request. If you are unsure whether or not something requires an ACC request, it is in your best interest to just go ahead and submit one to be on the safe side.

d. Election - We will be electing 5 board members tonight. All board members must be in good standing with the HOA to run for a board position. All residents must be in good standing to vote for the board. If you are not in good standing with the HOA, your

ballot will not be counted. Once the board is elected, the new board members will meet separately to decide who will hold each position.

Some of the ballots only have 3 spots- Amanda apologized. Are electing 5 board members, please make sure you list 5 names somewhere on the ballot.

2. Christina Martino (Secretary) went over the accomplishments for the year.

a. Landscaping and drains installed at the Common Lot by Jason Martin, Brandon Schadrie, Theresa Schadrie, Justin Ammann, Amanda Ammann, and Misty Entremont (members of the Landscaping committee).

b. Worked closely with parish officials to fix McCrory 2, entrance to subdivision, and drainage issues.

c. Obtained bids for electricity and pond management.

d. Installed a new swing set at playground.

e. Mulched playground – Thank you to Justin Smith and his son Isaac for putting out the mulch at the playground.

f. Fall festival event – had a great turn out at the fall festival and Mr. Milkshake. We hope everyone's family had a great time. Want to thank everyone who helped with the event and we hope to do another event for Christmas.

g. Book mobile – Thank you to Debra Langlois for setting up the book mobile for the neighborhood. If families are interested in continuing to have the book mobile come out, please make sure to send an e-mail to the board.

h. Mardi gras parade – Thank you to Joey Thornburg, Steve Martino, Theresa Schadrie and Marsha Clanton for working so hard to gather donated Mardi gras goods for the neighborhood Mardi gras parade. Thank you to everyone to donated items and participated in this event. It was a hard time this year with COVID and glad that this event was able to take place.

i. The Board is planning more holiday events and our next upcoming event is the pictures with Santa and Mrs. Claus on Saturday, December 12th. Please visit the Residents of the Shadows at Manchac on Facebook for upcoming events or view the message board at the front of the neighborhood.

3. Justin Smith (Treasurer) gave the drainage pond update.

a. The next Meeting is tentatively scheduled for December 6, 2021 at 6 p.m.

b. At this time the Drainage Board agrees that work needs to be done, but the contracted engineering firm needs to provide better cost estimates associated with all options for fixing the drainage problem for our neighborhood.

c. Want to thank all residents to spoke and attended the October 2021 drainage meeting to support our current drainage issues.

1. Resident brought up issues that are still experiencing with drainage in their backyard and the E. Ascension Parish will not do anything about it. The Board explained to the resident that we cannot force the Parish to fix these issues, but since we have starting building a relationship with Mr. Cointment maybe we can address these issues after we address the drainage issues at the front of the neighborhood.

4. Christina Martino (Secretary) went over some HOA neighborhood concerns.

a. Common Lot areas – Board has received calls, texts, and emails regarding the graffiti on the playset, garbage and broken beer bottles at the playground area. This does concern the neighbors and board and we do not want any children to get hurt or injured at the playground. The Board asks that you please make sure to pick up garbage and dispose of glass in the proper garbage containers if it belongs to you. We ask that you please discuss with teenagers and children to be respectful of property around the neighborhood. The soccer goal nets were just replaced a few months ago and already have holes in them. The board continue to replace the soccer goal nets from kids hanging on them and we ask that you please ask the kids not to hang and play on the nets. All of our HOA dues pay for repair and replacement and we want to avoid having to use HOA funds if it is avoidable.

b. Golf Cart Safety - Katie Cassells was unable to come and speak tonight regarding concerns with golf cart safety in the neighborhood so Christina Martino spoke on her behalf. Katie witnessed a serious accident in the neighborhood where a teenager (who did not live in our neighborhood) was surfing on top of a golf cart and fell off of it and sustained a head injury and broken arm. She almost ran over this teenager turning onto Old Tree Drive and luckily was able to stop in time before running this teen over. We know that not all the kids that ride golf carts and ATVs in our neighborhood live here, but normally they are visiting another teenager that lives here and we ask that parents have a serious conversation with their kids and teenagers so we can avoid accidents like this in the future.

Other neighbors have also witnessed children riding around and Christina Martino stated that if you are not comfortable saying anything to them or know where they live to please let the HOA Board know or her personally so we can address these issues with those children's parents.

5. Misty Entremont (President) discussed the status of the lawsuit.

a. On June 2, 2021 the plaintiff made an offer to settle and that offer was not acceptable to the Board (unanimous vote). If you would like to inspect the emails that were sent between attorney's we have them available to view at the sign in table.

6. Election

Question & Answer from residents before the Election could take place:

Some residents in attendance questioned if we met quorum for tonight's meeting. Amanda Betancourt stated we have met quorum for tonight's meeting. We had to have 53 lot owners present or by proxy and we have met that number. Lot Owner Resident asked how many proxies were submitted for tonight's meeting. Amanda stated that she has received 31 proxies.

Donald Robins then stated how do we know that these proxies haven't been forged or tampered with in any way. The Board replied that all documents submitted for tonight's meeting can be viewed by any resident and that all documents were submitted to Community Management and

are legal. Donovan & Jennifer Woodside and Donald Robins also notated that that there were no biography's submitted by those nominated for tonight's board election. The Board stated that the biography was not a mandatory requirement to run for this year's board. The current HOA Board with the exception of Christina Martino are running again and all of the previous board members biographies can be viewed on the Shadow's at Manchac website. The Board did make a post on Facebook and also sent out a bulletin letter asking those who would like to run to submit a biography for the neighborhood to view. The board received zero biographies to run for the HOA Board. The board also wanted it to be on record that Donald Robins was nominated tonight and accepted and he did not submit a biography for tonight's election.

Donovan Woodside made a motion to hold off the election and Donald Robins seconded the motion. Jason Martin than made a motion to continue with tonight's election Christina Martino seconded that motion. The Board stated that all the Bylaws have been followed for the tonight's meeting and that we would be proceeding with the election. Donovan Woodside stated that he made a motion and it was seconded. The Board then too a vote for those who did not want to continue with the election tonight and 5 residents raised their hands. The Board then asked members present to vote and raise their hands for those who wanted vote for board members tonight and more than 10 residents raised their hands in favor. Based on the majority of votes in favor, the election will be held tonight.

a. Amanda Betancourt went over the nominations from all Proxy 's received. Nominations were Misty Entremont, Justin Smith, Joey Thornburg, Mark Ammons, and Steve Martino (was not present). Amanda stated that Steven Martino was not able to be here tonight for the meeting, but he had accepted the nomination.

b. Marsha Clanton nominated Donald Robins and he accepted the nomination. Christina Martino nominated Nolan Grady and he declined the nomination.

c. Each member received a ballot upon signing in for tonight's meeting and everyone was asked to write their votes for the new HOA Board.

d. Amanda Betancourt and two other community management employees counted the ballots. Vote totals were as follows:

1. Donald Robins	7 votes
2. Misty Entremont	50 votes
3. Steven Martino	51 votes
4. Mark Ammons	50 votes
5. Joey Thornburg	50 votes
6. Justin Smith	53 votes

e. Misty Entremont, Justin Smith, Steven Martino, Mark Ammons, and Joey Thornburg was announced as board members.

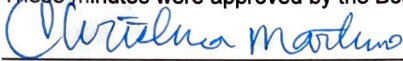
VIII. NEXT BOARD MEETING

TBD by the next elected board.

IX. ADJOURNMENT

Christina Martino, Secretary made a motion to adjourn, motion seconded by Joey Thornburg, Vice President. Motion passed and the board meeting was adjourned at 7:59 p.m.

These minutes were approved by the Board of Directors.



Christina Martino, Secretary

1/18/22

Date