

The Shadows at Manchac Homeowners Association, INC
Board of Directors Meeting
Tuesday, February 5, 2019

MINUTES

Board Meeting was held at 6:00 pm, Tuesday, February 5, 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

III. APPROVAL OF THE MINUTES OF THE REGULAR MEETING

- a. Motion by Mr. White to approve the minutes of the Regular Meeting on January 9, 2019. Motion carried with no objection.

IV. CURRENT FINANCIAL CONDITION

- a. Mrs. Tripp reported on the financial status, budget, and reconcilements
- b. Mrs. Tripp discussed the status on pending reimbursements and stated that she will confer with Community Management regarding a pending reimbursement for Chris White.

V. MANAGEMENT REPORT

- a. There are 13 new and existing violations outstanding that the Board is looking into the current process and trying to find a way to help members address the issues.
- 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 followed.
- c. ACC Review Process - An updated ACC Request Form will be uploaded to the Associations website and added to the welcome packets. Mr. White will also provide the form to Community Management to begin using.

VI. PENDING ISSUES

- 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 and newsletter. There is an open work order with the parish.
 - ii. Mrs. Oliver stated that the woodpiles in the pond were recently burned by D'Antoni's Lawn Care, who was paid in October 2018. To assist in the process, Mr. White personally purchased wood StaterLogg firestarters and provided them to the lawn service company to use.

- iii. The parish has surveyed the land and it was determined that the two trees in the detention pond should be removed as they were planted by residents without approval and could cause issues.
 - iv. The Board is determining the best verbiage for signs around the pond. The Board agrees that once the verbiage of the signs is determined, the signs can be placed/or replace the existing signs by the Dry Pond. Verbiage would include private land, no liability, no littering, and possible fines).
- b. Common Area
 - i. The Board will address the water drainage issue on the Common Land due to nonresidents. Mrs. Oliver is discussing the common area drainage issues with the parish.
 - ii. The Board thought about possibly purchasing a strip of land in front by the common area that currently belongs to the houses behind our neighborhood. It would provide more area/space. Will be discussed further later.
 - iii. The Board agreed that additional landscape or improvements will not be added to the common lot until the parish has completed all repairs, as the leveling of the land will need to be corrected / addressed first.
 - iv. The Board discussed the location of the trees in the common area that could pose an issue in the future. The Board is concerned that the trees were planted directly next to buried utility lines, on the servitude, and that the roots could spread and cause other concerns such as drainage issues. The Board discussed various options, including possibly relocating them. Mrs. Oliver would gather more information and discuss possibly relocating the trees by the lawn service company.
 - v. Mr. White discussed his meeting with the Post Master regarding the mailbox. He was informed that the mailbox could be used for association matters but would require a small shed before mail could be delivered.
 - vi. The Board further discussed and is looking into the cost of purchasing a small shed to have a central location to store items (holiday decorations, extra playground equipment, seasonal items, etc.), which would also permit mail delivery.
 - vii. Mr. White asked about receiving a quote to obtain an electricity outlet near the shed to use for events. Mr. Boswell would receive a quote.
- c. Assessments and Payment of Outstanding Balances
 - i. A reminder was sent to members via social media, mail, and newsletter regarding payment of annual dues.
- d. The Board is looking into quotes to have the broken sidewalk near the playground repaired.
- e. The Board is looking into options for sprucing up the sewer treatment area. Mrs. Oliver stated that she received written approval to replace the boards and either stain or paint the boards to look more pleasant and clean looking.
- f. Mr. White asked topics to include in the upcoming newsletter.

- g. The Board discussed composing a list for an improvement plan for both short and long-term goals.
 - i. The Board is reviewing the management service agreement as well as costs and continuing to compare them to comparable agencies to determine the best company for future needs.
- h. Mrs. Coco stated that the second soccer goal appears broken and will need to be replaced. Mr. White stated that he will setup the second goal, hopefully before the Easter Event

VII. COMPLETED ITEMS

- a. The front subdivision sign was power pressure washed
- b. Sinking hole repaired
- c. Wood piles were burned

VIII. ITEMS PASSESED

- a. There were no new items passed or implemented during this meeting.

IX. NEW BUSINESS:

- a. Mrs. Coco volunteered to draft a letter that will be given to real estate agents to ensure the proper documents are given to buyers in our community.
- b. Mrs. Coco is composing a list of new residential members and will update the list once informed on closing of homes. Mrs. Coco stated she is still providing welcome packets to the new members once she is aware they have moved into their homes.
- c. Mrs. Oliver stated that Tripp's Lawn Care has expressed interest in accepting additional tasks if needed, such as pressure washing the playground equipment.

X. COMMUNITY CALENDAR

- a. Mrs. Coco discussed having a Community Cleanup Day on March 30, 2019, if weather permits. She stated that she would discuss it more at the next meeting.
- b. Semi-Annual Meeting scheduled for Wednesday, April 10, 2019, at the Oak Grove Community Center. Mr. White stated he has confirmed that the guest speakers will attend the meeting to discuss community concerns. He further mentioned that he took the day off to prepare for the meeting. Mr. White asked if there are any other hot topics that should be discussed by the Parish Councilman.
- c. Mrs. Coco discussed the Annual Easter Party Sunday, April 14, 2019.

XI. NEXT MEETING

- a. March 2019 meeting date TBD
- b. Semi Annual community meeting set for April 10, 2019
- c. Mr. White asked if there was a preferred date to schedule a special meeting to go over possible rules that may need to be approved. Date TBD

XII. 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 that judgement will commence in in March.
- b. Newsletter is scheduled to be delivered on the 1st of next month
- c. The Welcome Committee will deliver welcome packets to new neighbors
- d. Community Cleanup Day is tentatively scheduled for March 30, 2019
- e. The annual Easter party will be on Sunday, April 14, 2019, from 2-4. Mrs. Coco will be collecting plastic eggs and other goodies.

Meeting Adjourned



Megan Dianne Coco, Secretary to the Board