

Sierra Pointe Homeowners Association, Inc.
Board of Directors Meeting
Monday, February 28, 2022

The Board of Directors meeting of the Sierra Pointe Homeowners Association was held at the Warren Management Group office and via the Zoom meeting platform. The meeting was called to order at 3:00 p.m. by John Clancy. Directors Kenneth Cross, Orlando Rodriguez, John Clancy, Patricia Guerin and Holly Schwarz were present. Quorum was established. Heather Smith, Donna Zamora, and Ashley Carmona of Warren Management Group, Inc. were also present. Ashley Carmona served as the recording secretary.

Board Organization:

- a. Ratification of Board Action from February 21, 2022; Annual Meeting – Action was taken to appoint Patricia Guerin to the vacant position on the Board of Directors (term expiring January 2023).
- b. A **motion** was made by Orlando Rodriguez and seconded by Holly Schwarz to approve the seating of the Board as follows: John Clancy as President, Holly Schwarz as Vice President, Orlando Rodriguez as Treasurer, Kenneth Cross as Secretary, and Patricia Guerin as Member at Large. Motion carried.
- c. A meeting schedule was established for the remainder of 2022 with meetings to be held on the fourth Monday of each month from 5:30 p.m. to 7:30 p.m. at the community clubhouse.
- d. All Board Members signed and read the Board Member Code of Conduct.

Secretary's Report:

- a. A **motion** was made by Holly Schwarz and seconded by Kenneth Cross to approve the Board of Directors meeting minutes from January 24, 2022, as presented. Motion carried.
- b. A **motion** was made by Holly Schwarz and seconded by Kenneth Cross to approve the Annual Meeting of the Membership minutes from January 31, 2022 through February 21, 2022 as presented. Motion carried.

Treasurer's Report:

- a. The December 31, 2021 Financial Statement was reviewed.
- b. A **motion** was made by Holly Schwarz and seconded by Kenneth Cross to resolve to reallocate funds related to the 2021 Maintenance Budget in the amount of \$230,000.00 and funds related to the 2021 Utility Reimbursement Budget in the amount of \$7,000.00 to the Reserve Savings Account in 2022. Motion carried.
- c. The Collection Status Report was provided.
- d. The Current Aged Owner's Report was provided.
- e. A **motion** was made by Orlando Rodriguez and seconded by Holly Schwarz to approve referral of one (1) delinquent accounts to the attorney for further collection of unpaid assessments and other applicable fees. Motion carried.

Manager's Report: The Managers Report was provided.

Business:

- a. Janitorial Services Proposal – A **motion** was made by Holly Schwarz and seconded by Kenneth Cross to approve the Janitorial proposal from Made 2 Clean for a monthly cost of \$1,600.00. Motion carried.
- b. Reimbursement Request – A **motion** was made by Kenneth Cross and seconded by Patricia Guerin to approve the reimbursement request from the owner of 3475-A Rebecca Lane in the amount of \$2,864.68 for termite damage repairs. Motion carried.
- c. 2022 Goals – The Board reviewed a list of projected needs for the community and identified priorities for 2022 as follows:
 - a. Governing Document Amendments (Review, Send for Comment, Edit, Send for Vote, Member Meeting – before October);
 - b. Exterior (Research Options, Price & Create a Plan for Exterior, Project Funding – before August);
 - c. Rebecca Lane Bridge/Walkway Replacement;

- d. Retaining Wall Replacements;
 - e. Grading Alterations for Water Intrusion; and
 - f. Front Stairwell Step Replacements Continued.
- d. Management Agreement Renewal
- a. A **motion** was made by Holly Schwarz and seconded by Orlando Rodriguez to approve seeking proposals from alternative management companies. Motion carried.
 - b. A **motion** was made by Orlando Rodriguez and seconded by Holly Schwarz to establish an Ad-Hoc Committee for the purpose of interviewing and making a recommendation regarding management options with the first Committee meeting to be held on February 25th at 10:00 a.m. at the Sierra Pointe Clubhouse. Motion carried.

Actions Without Meeting:

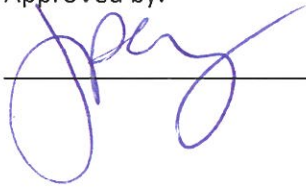
Homeowner Forum: Roberta Dorry, Theresa Kern, Rebecca Allen, Belinda Schaefer, Tammy Yonkie, Dillon Ratcliff, Cindy Rivers, David Lee, Emma Rodriguez and Georgiann Stacey were present to address the Board.

Executive Session:

Adjournment:

With no further business to come before the Board, the meeting was adjourned the meeting at 5:35 p.m. The next Board of Directors meeting is scheduled for March 28, 2022.

Approved by:



Approval verified by:

