

Springfield HOA
Minutes
March 12, 2024

Members Present: Anne Marie Grimmer, Gary Ofenloch, Ruth Mellon, Tom Houlihan, Carole Roberts and Frank Saunders

Members Absent: Kevin Gendron

Committee Chairs: Doug Ellison, Rich Whitehouse, Gray Ransom, Carole Roberts, Barbara Houlihan, Margaret Ransom, Becky Saunders, and Helena Steere

Guest: Jim Montgomery, Jackie Shanaman, and Ralph Hunter

Agenda item/ Topic	Discussion	Action
Call to Order 1:00pm	Everyone was welcomed. Tom Houlihan was introduced as our meeting facilitator.	Noted
Approval Minutes	Minutes were read.	Approved
ACC Form	The new ACC form is being used successfully and is available both on our Web pages, as well as on our Board Business Bulletin Board. Gary and Doug were thanked for creating the form.	Members of the community are asked to use this form when submitting projects to the ACC for review. Noted
Property on Lampwick – abandoned	Carole reported that a family member of deceased owner was interested in ownership of the home.	Carole shared all pertinent information she had with them.
Flagpole	After much heated discussion, the Board voted in favor of returning the flagpole to its new position after a letter is sent informing our neighbors of its new location.	Anne Marie Grimmer will write the letter, which will be emailed to those neighbors who have provided an email to the association. The letter will also be posted on the bulletin board. Doug, Tom, Frank and Jim will put the flagpole up after the notification is sent.

	<p>During the discussion, the feasibility of purchasing a flagpole with HOA funds was raised. It was determined that funds were not available at this time and that the old pole consisting of plumbing supplies would be put back.</p> <p>Gray brought to our attention that one of our neighbors did not feel the lighting provided by the HOA was sufficient for our community flag. This individual has graciously purchased a light he believes will do a better job. This individual also provides the flag for the community and has done so for years.</p>	<p>Tom Houlihan stated that he would donate a new flagpole to our community. Tom was thanked and community members wishing to contribute may contact Tom directly.</p> <p>Tom will purchase a flagpole of at least 2-inch circumference.</p> <p>Gray will bring the light to Doug for installation.</p> <p>The Board thanks this person for his generosity throughout the years for providing our flags and the new light.</p>
Distribution of Minutes	The minutes are not able to be passcode protected at this time.	The minutes will be distributed by email to those who provide an email address to the HOA, posted to the bulletin board and Springfield website.
Slate of Officers and Bios	<p>We have three nominees running for our two open slots. Bios have been collected from all nominees.</p> <p>Gary Ofenloch Jim Montgomery Joe DiMauro</p> <p>If a Board member resigns, the third nominee would be invited to fill the vacancy.</p>	<p>Noted.</p> <p>Bios will be distributed with the annual meeting letter and proxy.</p>
Update Security @ Mail Center	Cameras, and weatherproof containment box have been purchased. Spectrum and electrician have been	Gary and Ruth will oversee and work to install cameras as soon as possible after Spectrum installation in

	<p>scheduled.</p> <p>A Board Member requested that the policy of access to video and the app for the cameras be put in writing and assurances that the audio for the cameras never be changed from the factory setting of "off." The policy of access for video will be addressed guidelines.</p> <p>Lighting at the mail center has been improved.</p> <p>Surrounding the mail center with locking security fencing was again brought up.</p>	<p>about 2 weeks. Gary and Ruth were thanked for their efforts.</p> <p>The Board approved a motion that the audio recording will not be changed from the "off" position.</p> <p>Noted</p> <p>At this time, the Board will not entertain this option due to inconvenience to our community members as well as cost.</p>
<p>Mulch</p>	<p>Rich Whitehouse shared a very thorough report detailing the cost of this project from 8 viewpoints and six different vendors. After much discussion that included three options: Fund the project at \$4,125.00; \$1025.00 dollars over budget; Fund the project fully next year; or have volunteers spread the mulch, saving some funds; a motion was made to fund the project fully in our 2025 budget. This dilemma occurred due to our contractor for this project renegeing on our agreement.</p>	<p>Mulch will be addressed in the 2025 budget. All funds already allocated for this project will be used in 2025.</p>
<p>Proxy Letter</p>	<p>Carole has prepared the proxy letter and all signatures have been made. Letter will</p>	<p>Carole and Anne Marie will take care of this project.</p>

	be prepared and distributed as soon as possible.	
Pool Shed Shelves	Tabled	
Sandwich Board/A-frame	<p>Clarification was given:</p> <p>The Sandwich Board is the property of the HOA; any committee has access to use the board as does the HOA Board. The Board is happy to see the board in use.</p> <p>It was noted that all property of the HOA is to be stored in the shed. A brief discussion ensued.</p>	<p>Noted</p> <p>A motion was made and approved that the sandwich board would be used for up to ten days to advertise a particular event, with information removed 24 hours after the event. When not in use or being prepared to be used, the board is to be returned to the shed for storage.</p>
Architectural Review	<p>1139 Lampwick Lane</p> <p>1072 Vestry Drive</p> <p>334 Chastain Court</p> <p>1081 Vestry Drive</p>	<p>Entryway replacement approved 02/05/2024.</p> <p>Installation of 3 storm doors Approved 02/24/2024.</p> <p>Repaint door red. Door is currently red. Approved 02/29/2024.</p> <p>Replace vinyl and install stacked stone veneer on the front of the house. Approved 03/05/2024</p>
Beautification	Rich is stepping down as of April 20,2024. A new Chairperson is being sought.	Community members are encouraged to consider chairing this committee.
Covenant/Bylaws	Carole read the proposed new addition to ACC Guidelines regarding cameras at the mail center and pool as	Proposed change will be included on the proxy.

	<p>follows: <u>Security camera footage is only reviewed if a problem/ situation has been identified at the mail center, pool or in the pool parking lot. Security camera footage is not stored or maintained as part of any permanent record. Members of the Board may view the footage if a problem/ situation has been identified at the mail center. Members of the Pool Committee and the Board may view the footage if a problem/ situation has been identified at the pool or pool parking lot. Homeowners do not have the right to view video footage.</u></p>	
Finance	<p>Awaiting Audit results, expected date Friday March 20th.</p> <p>Monthly report given and excepted.</p>	<p>Noted</p> <p>Noted</p>
Food Drive	<p>The Food Drive Committee will meet May 13th, 2:00 pm at Margaret’s home; all are welcome to attend. Bags along with directions will be distributed June 4th and will be picked up June 11th.</p>	<p>Please keep these dates in mind.</p> <p>Noted.</p>
Pool	<p>The pool area will be open for sunbathing/gathering on April 1st.</p> <p>The pool will remain closed for swimming until May 1st.</p>	<p>Noted</p> <p>The pool is not to be entered until May first; violators will be fined and put our pool at risk of closure.</p>
Social Committee	<p>The February Warm-up Souper Supper event was a</p>	<p>Noted</p>

	<p>big success with about forty members of our community in attendance. Those in attendance were treated to several varieties of soup, salads, breads and desserts. Even though the weather was cold, most people stayed a couple of hours to enjoy each other's company.</p> <p>The next event will be our Spring Fling, which will include a Cornhole Tournament, scheduled Saturday April 27th. More information will be coming soon and there will be a sign-up sheet for those who would like to bring food.</p>	<p>The Social Committee was thanked for hosting this event.</p> <p>Community members are encouraged to look for information on this upcoming event and to join in.</p>
Website	Barabra continues to do a wonderful job for our HOA.	Barbara was thanked for all she does.
Welcome	<p>Margeret reported that when making a welcome visit a new homeowner questioned whether they could have a fence since two homeowners near them have fences on the lake.</p> <p>Margaret explained the ACC approval processing pointing out the form.</p> <p>Margaret is now asking the Board to have the validity of those fences investigated and reviewed. A discussion ensued.</p>	<p>Noted</p> <p>Noted</p> <p>A motion was made and approved to contact an attorney before any further action is taken regarding the lake fences in question.</p> <p>Doug will drop off ACC files to Carole. Anne Marie, Carole, Ruth, and Gary will look at these files to</p>

		determine the questions to ask the HOA Attorney. The Board will be notified of the meeting time and date.
Yard Sale	A longer chain to secure the Sandwich Board on 707 is needed.	The Board approved this expense.
ADJOURNMENT	The meeting was adjourned at 3:25 p.m.	The next meeting will be held at the pool at 1 p.m. on Tuesday, April 9 th .