

GRAEAGLE MEADOWS HOMEOWNERS' ASSOCIATION
BOARD OF DIRECTORS MEETING MINUTES – Draft
Meeting held by ZOOM
May 14, 2025

Call to Order/Determination of Quorum:

The meeting of the Graeagle Meadows Homeowners Association Board of Directors was called to order by C.Silva Board President at 5:03PM and held remotely via Zoom video teleconference. All (5) Board Members were present, establishing a quorum.

All Board Members Present:	Craig Silva	President
	John Berdrow	Vice-President
	Michael Curran	Secretary
	James Hunting	Treasurer
	Kimberly Siclari	Director

Owners Present: 9 Homeowners

Management Present:	Alma DeArcos	Community Manager-Associa Sierra North
	Joe Lopez	Associa Director

HOMEOWNER COMMENTS: None at this time.

MINUTES: Approval of the February 19, 2025, Board Meeting Minutes.

C. Silva moved to approve the minutes from February 19, 2025. K. Siclari seconded the motion. Motion carried by unanimous vote.

FINANCIAL REPORT

Treasurer's Report/Review and accept current unaudited financial reports through March 2025.

MOTION: C.Silva moved to accept the March's Financial. J. Berdrow seconded. No further discussion. All in favor, the motion carried by unanimous vote.

MAINTENANCE REPORTS:

OPERATIONS REPORT: The meeting then moves on to introduce Mike Cariaga as the new maintenance supervisor. The team discusses staffing and maintenance request procedures at the property. They confirm that the grounds are now fully staffed with Andrew Burger as the new groundskeeper working Monday to Friday from 7 AM to 3:30 PM. The group decides to keep the maintenance request box open for the season while encouraging residents to use Town Square for requests. They plan to send an email notice and post a note on the box directing people to use Town Square. The team also considers the percentage of members registered on Town Square before fully transitioning away from the physical request box.

2025 PROJECTS UPDATE The board discusses ongoing maintenance projects and approves several proposals. John reports that roof work has started on carports 62, 63, and 64, and a contract for roof replacements on four units is set to begin in early June. Mike is working on a list of buildings and carports that need painting. Alma confirms that 93 out of 134 homeowners have signed up for Town Square. The board also clarifies the responsibility for deck maintenance, noting that it varies depending on whether the deck was part of the original construction or added later.

ASSOCIATION BUSINESS: Update on Electrical Panel replacement- The board discusses several administrative matters. Alma reports good progress on electrical panel replacements, with only 5 out of 13 units still pending. The board reviews policies on entry to residences and key management, agreeing that homeowner consent is required before staff can provide

keys to vendors. Kimberly and Mike plan to review the entry policy to ensure clarity. The group also discusses ongoing efforts to remove tree debris and logs from a recent project.

The board discusses the issue of storage unit number 5, which contains bikes and other items but has an unknown owner. They consider putting a note on the unit to identify the owner. The discussion then shifts to electrical panel replacements, with concerns raised about whether proper permits were pulled for all installations. Kimberly suggests contacting the county office to check on permit status, which the board agrees is a good approach. Larry provides information about the storage sheds, noting that the HOA owns them and suggests consulting Susie Weiss for historical information about their assignments.

The board discusses improving communication with homeowners, including introducing the new maintenance person, Mike, and providing regular updates. Carey suggests email blasts for timely information, while Alma mentions using Town Square and emails for those not on the platform. The group also considers increasing meeting frequency and reviving the community website for better information sharing. Kimberly proposes exploring the cost of hiring a third party to maintain the website, as it's a familiar and preferred method for accessing information. The board agrees to look into these options and add website maintenance to the next meeting's agenda.

HOMEOWNER COMMENTS:

Homeowner: Asked about inquiries about the schedule for carport repairs, and board member clarifies that roof repairs and painting are separate projects, providing details on which units are affected.

Homeowner: Suggests considering Trex-like products for deck replacements to reduce maintenance, but board member explains the structural challenges of such a change.

ANNOUNCEMENT & ADJOURNMENT - The next scheduled Board meeting is tentatively scheduled for August 20, 2025.

MOTION: C.Silva moved to adjourn the meeting at 6:04 PM. K.Siclari seconded; motion carried unanimously.

Respectfully submitted by:
Alma DeArcos, Associa Sierra North
Community Manager

Approved by:

Board Member
Graeagle Meadows Homeowners Association