

## **Thirteen Hundred POA Board of Directors Meeting**

**June 1,2020**

**Note: This meeting was held using Zoom Video Meeting Technology**

Members Present: Tammy Haight, John Batts, Pam Britt, Larry Snyder, Jackie Millstone

Absent: James Estep, Jim Roach

Guests: Robert Gleadall (Mountain Place Home Mgmt.)

Meeting called to order at 6:18 p.m.

Minutes of the May 22, 2020 meeting were approved.

**Security** – Security Manager, Tom Attardo, is retiring effective June 1. The Board will send out a notice to all residents notifying them of the vacancy and seek a replacement from within the community. It is a part-time position. Robert Gleadall will send out the notice and delineate the requirements, compensation and experience desired to fill the position. Deadline for Applicants is June 20. Randy will patrol during this interim period.

### **Lodge/Pool Opening – June 13**

Discussion regarding the signage and procedures to be put in place in order to open the Lodge/Pool area to adhere to state and CDC guidelines related to the Covid-19 pandemic.

Pam provided information on signage that had been suggested by attorneys familiar with other community associations. We will need supplies such as sanitizer, a daily cleaning schedule and signage to communicate to those using the facility regarding social distancing, sanitizing, pool rules, limitation on gatherings, etc.

John Batts, Pam Britt, and Jackie Millstone will work on these details. Tammy Haight is working to secure someone to open the pool. Due to the restrictions in place it has been difficult to find qualified pool operators to handle the pool work.

**Website –Robert Gleadall** – Robert will move forward with working with the Webmaster to get the Covenants with amendments, Bylaws and Board Minutes on the Website as well as budget information.

**Board Positions Open** – James Estep plans to resign from the Board. There will be three (3) vacancies on the Board. Robert will send out an email to all property owners seeking those interested in serving on the Board. An application form will be included in the mailing and the cover letter will detail the areas of expertise desired, including information technology, building, and accounting.

**Maintenance Salary – Motion made and duly seconded**

Increase maintenance salary to \$22.5K annually, with a \$2500 subsidy for equipment use. Effective July 1.

**Annual Meeting Planning – June 8**

**Meeting adjourned at 7:18 p.m.**

**Respectfully Submitted: Jacqueline Millstone, Secretary**