

**Village of Waxpool Homeowners Association  
Board of Directors Meeting  
May 19, 2021 7:00 PM via zoom**

**Attendance:**

John Fitzgerald  
Tracy Sheppard  
Lindsay Owen

Carolyn Smallwood, Sequoia Management Company  
Sara Arevalo, Sequoia Management Company

**Call to Order:**

John Fitzgerald called the meeting to order at 7:05 pm.

**Approval of Minutes:**

The Board reviewed the April 7, 2021 meeting minutes.

John Fitzgerald motioned to approve the April 7, 2021 meeting minutes. Tracy Sheppard seconded. All in favor. Motion passed.

**Resident Forum:**

No residents were present.

**Committee Reports:**

Nothing new to report.

**Communications Committee:**

**Social Committee:**

Discussed a budget to host an end of school year event. The budget not to exceed the amount of \$1000.00.

**Architectural Review Board:**

Errol Baker was present to provide updates.

The Board discussed edits in guidelines and reviewed final standards.

The Board discussed simpler and easier applications to complete.

The ARB reports they will be hosting the ARB meetings every third Thursday of the month

The Board discussed amending violation letters.

**(M) Management to amend violation letters and send to Board for review.**

**Neighborhood Watch Committee:**

Nothing new to report.

**(M) Management to send an email to committee volunteers to join the next Board meeting.**

**New Business**

The Board reviewed the financial statements for the month of April 2021.

The Board reviewed a proposal from Premier to remove/cut down trees and vines in various areas of the community for \$3560.00. John Fitzgerald motioned to approve the proposal from Premier in the amount of \$3560.00. Lindsay Owen seconded. All were in favor. Motion passed.

The Board revisited the Travelers proposal for a 3year insurance plan for the amount of \$1740.00. John Fitzgerald motioned to approve the proposal from Travelers in the amount of \$1740.00. All in favor.

The Board discussed the Loudon county work around the pond.

The Board discussed refunding the homeowner who had common area fallen tree on yard. John Fitzgerald motioned to approve the refund. Lindsay Owen seconded. All were in favor.

**(M) Management to issue refund once homeowner presents receipt.**

**Old Business:**

The Board discussed the Loudon county work around the pond

The Board reviewed the operation calendar.

**Executive Session:**

John Fitzgerald made a motion to move into executive session at 7:41 PM.

John Fitzgerald motioned to approve the following decisions made during Executive Session:

Lindsay Owen seconded. All were in favor. Motion passed.

Next Board of Directors meeting scheduled for June 30, 2021.

**Adjournment:**

John Fitzgerald made a motion to adjourn the meeting at 7:57 PM. Tracy Sheppard seconded. All in favor. Motion passed.