

North Star Board Meeting Minutes

Sunday, August 1, 2021 – 6:30 PM

Meeting to be held on the patio of Scott Clements, Unit #11

Zoom meeting access:

<https://us04web.zoom.us/j/9885976305?pwd=MjNoOC9zRXpVRHgzd3BKUVAzdmt1UT09>

Meeting ID: 988 597 6305

Passcode: 5fNq3n

1. Call to Order

- The meeting was called to order at 6:40pm by Scott Strand, President
- Members present: Scott Strand, President; Scott Clements, Treasurer; Deb Gesmundo, Secretary; Billy Warlock, at large board member; Jeff Cieslik, at large board member

2. Proof of Notice of Meeting

- An email was sent out to all members of the HOA approximately 24 hours prior to the start of the meeting including an invite via a zoom link for anyone not able to make it in person.

3. Review of 7-18-21 HOA board meeting minutes

- Treasurer Clements made a motion to approve the minutes of 7-18-21 as presented. Billy Warlock seconded the motion. Vote: 5-0.

4. Roof Update

a. Consideration of Scott Strand as a signer for the Community Banks accounts and loan

- President Strand introduced the matter and also responded to questions with regards to the conditions of the loan for completing the roof project.
- Jeff Cieslik made a motion to add Scott Strand as a signer for the Community Bank accounts and the loan for the roof project. Secretary Gesmundo seconded the motion. Vote: 4-0, with President Strand abstaining.

5. Financials Update

a. Update on payments received for the increased dues Jan-Jun

- There was a brief discussion regarding the increase of dues in 2021 by \$34/month that had an original deadline of July for each member to get caught up in paying the increase.

- Secretary Gesmundo made a motion to extend the deadline to October 30th, 2021 in order for the membership to get caught up on paying the increase in dues and that late fees will not occur until after that time. President Strand seconded the motion. Vote: 5-0.
- b. Melio Bill Payment System
- President Strand shared briefly with the board about the system that the HOA bookkeeper, Jan Newell, has been using to pay the HOA's bills. The question was raised as to whether this could also be used to collect payments.
- c. Jan Newell retiring
- President Strand informed the board that Northstar's bookkeeper, Jan Newell, is planning on retiring by May of 2022. In the course of discussion on the matter, a few ideas were shared including a request for suggestions for her replacement. The board agreed that ideally a replacement would be found by the end of 2021 so that the new bookkeeper would be able to start at the beginning of the new year, allowing for up to a 3-month transition period between the two bookkeepers as Jan finishes up any last details regarding 2021 (for example, taxes).
- d. Request to waive late fees by Deb Gesmundo
- Deb Gesmundo introduced the matter, explaining the provided statement of her account with Northstar and the late fees associated with her dues payments. A request was made to the board to waive the late fees, for a total of \$80.
 - Treasurer Clements made a motion to waive the late fees as requested. Jeff Cieslik seconded the motion. Vote: 4-0, with Secretary Gesmundo abstaining.
6. Other business
- President Strand provided an update on the roof project, noting that all of the subcontractors were on hold, pending the release of the funds for the loan so that they could begin the work. He also reiterated the importance of finding someone within the HOA that would be willing to oversee the completion of this project as a project manager.
 - Jeff Cieslik and Secretary Gesmundo informed the board that they have begun the preliminary steps towards creating a website for the HOA, in order to have access to governing documents, meeting minutes, and more, with a goal of launching it by the beginning of 2022.

7. Adjournment

- The meeting was adjourned at 7:14pm by President Strand.
- Minutes taken by Deb Gesmundo