



September 13, 2021

To: Board Members, Members at Large

From: Luke Beach, Secretary, Cumberland Woods HOA

Subject: Meeting Minutes, from 8/4/21 Official Meeting, 7:00 PM

Attendees: Jeff Duperon, Maureen Bender, Luke Beach, Mala Pearson, and Bryan Hegeland.

Meeting Items:

1. Call to Order at 7:18 PM and meeting close at approx. 8:31 PM.
2. President's Position:
 - a. Discussed President's and Treasures access to HOA bank accounts
 - b. Discussed new contract for landscaping and snow removal
 - c. Action items
 - Landscaping and Snow Removal
 - Luke Beach volunteered to take responsibility for procuring competitive bids.
 - Jeff Duperon will retrieve scope of work and distribute to board.
3. Vice-President's Position:
 - a. No discussion-
4. Treasurer's Position:
 - a. No discussion- Steps to retrieve P-Card
5. Secretary's Position:
 - a. Discussed duties: meeting minutes, meeting agendas and reminders
6. Director's Position:
 - a. discussion- Newsletter, potential for student in the HOA to help with newsletter.
 - b. Parking Reminders- featured in newsletter and on website



7. New Business:

- a. Looking to receive 3-6 quotes. Took recommendations of potential replacements of Garden Solutions.
- b. Discussed what is included in the scope of work for snow removal and landscaping.
- c. Discussion about block party, dates, times, and budget. Julie Mcinerney volunteered to chair block party committee and will attend next meeting. Date October 9th, 3pm-7pm
- d. Ongoing discussion regarding HOA Management Company
- e. By-Laws and the formation of a committee to update current by-laws. Karen Beach recommended to chair committee along with other interested individuals.
- f. Jeff Duperon will continue investigating drainage system and look further into residents impacted by water in their yards as a result of storm drains being blocked.
- g. Next official board meeting September 14th, 7pm

By Luke Beach, 8/4/21