



Deerwood Homeowner's Association of Orange County, Inc
Board of Directors Meeting
January 11, 2021 7pm
ZOOM Online Meeting
ID 852 4013 8901 Passcode 32825
Minutes

1. Call to Order- Certifying Quorum
 - a. In Attendance:
 - i. Joseph Armbruster
 - ii. Colleen Ross
 - iii. Christ Black
 - iv. Paul Verrocchi
 - v. Gretchen Plaisted
 - vi. Heather Stella
 - b. Absent
 - i. Noel Campbell
2. Proof of Notice of Meeting: Meeting link was emailed
3. Manager's Report read by B. Hutchinson
 - a. FY20 Financials Presented, C. Ross motions to approve financials, seconded by J. Armbruster, vote is unanimous, motion carries
 - i. Financials will be submitted to a CPA for review and tax filing. Management will clarify if investment portfolio should be included in the P&L
4. Committee Report
 - a. Veronica De Noia reports 1 new move in that will have a basket delivered
 - b. Community survey will be emailed to board for approval.
5. Old Business
 - a. Dec Meeting Minute Approval



- i. Motion to approve by J. Armbruster, seconded by C. Black, vote is unanimous, motion carries

6. New Business

a. Insurance Review

- i. Management will ask Herbie Wiles about
 - 1. Large increase in crime policy premium
 - 2. Equipment coverage in BOP
 - 3. If D&O policy is \$1M per claim/per BOD

b. Collections Policy Review

- i. Feb 1st, late notice with 6% late fee to cover postage, 30 day cure period
- ii. Mar 1st, second notice to be sent certified without return receipt, 14 day cure period unless mailing to an overseas address. Include amounts of possible attorney's fees if not settled
- iii. April 1st, past due accounts sent to attorney for collections.
- iv. All invoices and letters will have a section offering assistance for those who speak Spanish with contact email for management
- v. All communications will include an option to take part in a payment plan with management, no board approval necessary unless payment plan extends into next fiscal year.

c. Sign Refresh

- i. Management will look for bids on refreshing or replacing the welcome sign with either wood or composite
- ii. A new Christmas decorations winner sign will be mocked up to announce the winner

d. Newsletter

- i. C. Ross will work on a newsletter to be mailed and emailed to all owners.

e. Annual Meeting

- i. Management will inquire with Rio Pinar for meeting space cost
- ii. Management will look into cost of Vote HOA Now and other online voting compliance companies and requirements.



7. Member Comments: Owners will have 3 minutes to address any non-agenda item. Please raise your hand in the chat to be acknowledged.
8. Adjournment at 8:26, motioned by C. Black, seconded by C. Ross