

*Maple Hills Maintenance Co.*  
*Virtual Meeting Minutes*

March 10, 2021

7:30 pm

Type of Meeting: Monthly Board Meeting

Meeting Facilitator: Katie Johnson

Invitees: Board Members, Community Members

- I. Call to order at 7:35 pm
- II. Roll call
  - A. Katie, Johnson, Kelly Walshe, Matt Nepsa, Rebecca Schwenk, Nicole Dudley, Greg Evans, John Skroch, Dana Sox, Amanda Williams, approx. 4 community members
- III. Approval of Minutes
  - A. From Feb 10 meeting
    1. Motion to approve by John, second Nicole. Favor: all Opposed: 0 Abstain: 0
- IV. Community Input- limit to 3 minutes/member
- V. President's Report (Katie)
- VI. Treasurer's Report (Greg)
- VII. Park Report (Matt)
  - A. Fixing of erosion at corner of tennis court is going forward with Greens Construction.
  - B. Fence: Ethan has submitted proposal to Eagle Scout leadership for approval. Still waiting to hear back, but expect to hear something soon. Whatever is proposed, the board will make arrangements to finish back to original fence as previously discussed.
- VIII. Pool Report (John)
  - A. Pool Manager Hiring Update
    1. Candidates.
      - a) John has done extensive advertising of the position through multiple platforms.

b) Interviewed Amanda Williams last week. (Only candidate.) John recommends to hire her due to her extensive experience and will extend an offer.

c) Plan to reimburse for pool operator/lifeguard classes.

2. Special Executive Meeting for hiring (see above for reported results)

B. Gas Lines Update/Orca

1. Amanda will follow up this week with Renee and Orca.

IX. Firehouse Report (Matt/Kelly)

A. Firehouse 2020-2022 Plans Update (Matt)

1. Clubhouse Committee Meeting

a) Signs: will get options for signs from Holly's husband and quotes this month.

b) Karen creating a survey about the name for the community.

c) Darlene has collected a group of rental ranges to determine market value. (Rates subject to change based on response.)

d) Kevin moving forward with energy savings.

e) Have looked at windows with Kelly and Aaron. Will bring back budget.

f) Plan to add smart lock. Recommending commercial lock and will need internet in place to make this function.

B. Permits (Kelly)

1. Kelly moving forward with permitting process, but no immediate update.

2. Maple Hills Elementary Update (Katie)- no update.

X. Communications Update (Rebecca)

A. Is starting on the first big newsletter, so please send info to Rebecca.

B. Are phasing out the hardcopy newsletter, will add language/doortag to it to notify residents they must opt in. Will determine after the next newsletter based on response, when we will go to opt-in only.

XI. Events Report (Nicole)

A. Spring Events Planning

1. Food truck events are on website.

2. Easter? Planning to do an easter egg “scavenger hunt” where everyone puts an easter egg somewhere in their yard and people try to find them. Adding a plastic thing outside the firehouse for printed things for people to grab.

B. The Great Garbage Can Clean Out: went well.

XII. New/Continuing/Other Business

A. By-laws revision/governance committee (John)

1. Job Description Review

a) Are going to put general descriptions of trustees written by John in the by-laws, and then use working documents archived in the g drive to detail the functions of the positions.

B. Electronic Payments (Dana)

1. Following up with Karn again to discuss.

2. \*\*Post meeting information amendment\*\* Karn replied that we can secure a Paypal account and scanning device for credit card payments for electronic payment. One person will be responsible for opening the account and sending all the transactions to Karn monthly via email.

C. PTA Partnership- (same Covid precautions as first planned event)

1. Book Fair- Scheduled 4/12-4/17: This is the biggest fundraiser that they do and the school cannot hold any events. Safety precautions will include limitations on number, open air, one way movement, masks required, planned regular cleaning, etc. All within guidelines

a) Still utilizing this event as a “pilot project” for clubhouse use.

XIII. Adjournment- 9:35 pm

A. Motion by John, second by Nicole. Favor: all Opposed: 0 Abstain: 0