

1 **KEY VISTA SINGLE FAMILY HOMEOWNERS ASSOCIATION, INC.**

2 **MINUTES OF BOARD OF DIRECTORS MEETING**

3 **November 5, 2020**

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5 The Regular Meeting of the Board of Directors of the Key Vista Single Family Homeowners Association,
6 Inc. was held on November 5, 2020 by Zoom conference. Notice of the meeting was posted at least 48
7 hours in advance in the community calendar and community website.

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10 **FIRST ORDER OF BUSINESS**

11 **CALL TO ORDER & QUORUM**

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13 The meeting was called to order at 6:30 p.m. by Arnold Sprague. Present at roll call were Board of
14 Directors Arnold Sprague, Cathie Colin & Chad Foxx. A quorum was established. Jessica Rosa-Melendez
15 was also present.

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17 **SECOND ORDER OF BUSINESS**

18 **APPROVAL OF MINUTES**

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20 Approval of Board of Directors Meeting Minutes for September 24, 2020.

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22 ***On Motion made by Arnold Sprague and duly seconded by Chad Foxx, the Minutes for September 24,***
23 ***2020 were approved as submitted. All in favor, motion passed.***

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26 **THIRD ORDER OF BUSINESS**

27 **OFFICERS REPORT**

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29 **President:** Arnold, wanted to take the opportunity to thank the Board members for their
30 commitment to the community and for the participation on the committees.

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32 **Secretary:** Chad wanted to share some ideas that can be done to encourage the participation of the
33 community on the coming holiday season. More information will follow by email.

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35 **Treasurer:** Cathie provided feedback on the Operation Budget review. More on this topic in the New
36 Business section of the meeting.

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39 **FOURTH ORDER OF BUSINESS**

40 **MANAGEMENT REPORT**

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42 Jessica provided the Board with the Management report and the updated Balance Sheet and Income &
43 Expenses Statement was available for review.

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45 Financial report was emailed to the Board and has been posted for homeowner's on Caliber web.

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48 **FIFTH ORDER OF BUSINESS**

49 **ACC REPORT**

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51 The ACC Committee provided report on the applications reviewed by the committee this past October 5,
52 2020. Eighteen (18) applications were reviewed. ACC Meeting Minutes have been uploaded to My Key
53 Vista website and on Terra's Caliber Portal. See attached report.

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SIXTH ORDER OF BUSINESS

NEW BUSINESS

- a) 2021 Operation Budget – After reviewing the final draft of the 2021 Operational Budget, the Board unanimously voted to approve.

On motion made by Chad Foxx and duly seconded by Cathie Colin, the Board unanimously approved the 2021 Operational budget. Motion passed.

SEVENTH ORDER OF BUSINESS

MEMBER COMMENTS

Several homeowners were present at the Zoom meeting. Comments were presented to the Board and to Management. The ACC committee members that were present at the meeting also contributed to the discussions.

EIGHTH ORDER OF BUSINESS

ADJOURNMENT

There being no other business to discuss, the meeting was adjourned at 7:18 p.m.

Respectfully submitted,

Secretary of the Board

Date