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

**Board of Directors Meeting Minutes
June 14, 2022
06:30 PM
Key Vista Clubhouse**

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First Order of Business

CALL TO ORDER / ROLL CALL / QUORUM

13 The regular meeting of the board of directors for the Key Vista Single Family Association
14 was called to order at 6:31 p.m. by Cathie Conlin. Present at roll call were Cathie Colin,
15 President, and Chad Foxx, Secretary. Quorum was obtained with two members of the
16 Board present.

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Second Order of Business

APPROVAL OF MINUTES

Approval of the April 14, 2022, Minutes.

On motion made by Chad Foxx and duly seconded by Cathie Conlin, the Board unanimously approved the April 14, 2022, Minutes as presented. Motion carries.

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Third Order of Business

OFFICERS/COMMITTEES REPORT

- 1) President – No comments
- 2) Secretary – No comments at this time, will add to Other Business.
- 3) Treasurer – Absent
- 4) Welcome Committee – no report

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Fourth Order of Business

MANAGEMENT REPORT

Jessica Melendez, Terra Management, provided a management report on the following topics:

- 1) **Resale & Welcome** – as of June 14, 2022, there has been ten (10) changes in ownership. Report was shared with the Board.
- 2) **Financials** – Balance Sheet & Income Statement provided.
 - a. Balance of the Alliance Operating Account as of 5/31/2022: **\$118,129.23.**
- 3) **Collections** – A full collections report was provided to the board. Statements and Late Notices have been mailed.

44 4) **Compliance** – Jessica discussed the list of homes that have reached the Fining
45 stage. Upon review and approval, the Board levied the fines and approved to refer
46 to the Fining Review Committee for the July 29, 2022, meeting.

On motion made by Cathie Conlin and duly seconded by Chad Foxx, the Board levied the fines and moved to refer to the Fining Review Committee. Motion carries.

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Fifth Order of Business
OTHER BUSINESS

- 52 1. Golfcarts – The homeowner that had the situation with the golfcart has converted
53 it into a registered slow-moving vehicle. No other discussions are needed at this
54 time.
- 55 2. Mailbox replacement options – This topic came again for discussion. The board
56 wants to get more information on how the Board can move forward with this project
57 and asked Jessica Rosa Melendez, Terra Management Services to get a legal
58 opinion to the effect if the Board could legally use Association’s funds to make this
59 possible, if not what resources are available. Jessica will contact legal counsel.

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Sixth Order of Business
OWNER COMMENTS

65 Several homeowners were present at the meeting and joined the Board in topics from the
66 agenda and of community interest. The following topics were discussed:

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- DRB approval of artificial turf. The board explained that it was an error at the time of reading the application and that will seek legal counsel to see what options are available.
- Houses that have sheds for years – How to proceed. The Board will also look into getting counsel on how to move forward with enforcement.
- Several other topics were discussed that are better addressed by the Master Association. The Board referred these questions to a representative of the Master Association that was present at the meeting and how encouraged all present to participate at their next scheduled Board meeting.

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Seventh Order of Business
ADJOURN

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Having no other business at hand, the Board adjourned the meeting at 8:07 p.m.