

1 **Key Vista Single Family Homeowners Association, Inc.**

2 **Board of Directors Meeting Minutes**

3 February 21, 2023

4 6:30 PM

5 Key Vista Clubhouse

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7 **Call to Order/ Roll Call / Quorum**

- 8 • Meeting was called to order at 6:30 PM  
9 • Treasurer Dan Tupponce, and Dominic Celima, were present.  
10 • Cathie Conlin Resigned

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12 **Board Vacancy**

- 13 • Robert Shumski was appointed to the board.

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15 ***Motion: made by Dan Tupponce, duly seconded by Robert Shumski to nominate Dominic***  
16 ***Celima as president. All in Favor Motion carries (2-0)***

- 17  
18 • Dominic Celima will be President.  
19 • Dan Tupponce will remain Treasurer.  
20 • Robert Shumski will take over the position of Secretary.

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22 **Approval of Minutes – January 17, 2023**

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24 ***Motion: made by Dan Tupponce, duly seconded by Robert Shumski to Approve minutes from***  
25 ***January 17, 2023, meeting. All in Favor Motion carries (2-0)***

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27 **Board of Directors – Officers Reports**

- 28 • **President**  
29 ○ Eagles Crest coming along great. Looks nice and different.  
30 • **Secretary-** Nothing to add.  
31 • **Treasurer-** Nothing to add.

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33 **Committee Reports**

- 34 • **Welcome Committee**  
35 ○ List of resales once a month  
36 ○ Reimbursement of \$44.03  
37 • **ACC Committee**  
38 ○ 23 applications last month- all approved except for 1.  
39 • **Benevolence Committee**  
40 ○ 1 request for board  
41 ○ Applications in the lobby.

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**Management Report**

- Re-Sales
  - 1 resale in January
- Financials
  - Attached in the board packet and available on the portal.
- Collections
  - Attached to the board packet.
- Compliance Report
  - Fining Review Committee Referrals

***Motion: made by Dan Tupponce, duly seconded by Dominic Celima to send homeowners that are ready to Fine Review Committee. All in Favor Motion carries (3-0)***

**Other Business**

- Board Signature for Affidavit in Proof of Claim
  - Get updated with Dominic Celima’s name.
- Fine Reversal – Owner Request

***Motion: made by Dominic Celima, duly seconded by Robert Shumski not to reverse fines for painting. All in Favor Motion carries (3-0)***

***Motion: made by Dominic Celima, duly seconded by Robert Shumski not to reverse fines for 2911 PP. All in Favor Motion carries (3-0)***

**Owner Comments**

- Can violations be sent by email?
- Unable to register for Front Steps Portal.
- Violation letters are vague.
- Attorneys’ office very rude to homeowners.

**Adjourn**

***Motion: made by Dominic Celima, duly seconded by Dan Tupponce to adjourn the meeting at 7:56 PM. All in Favor Motion carries (3-0)***

Respectfully Submitted By:  
Sheri Brogan, LCAM Terra Management Services, LLC

Approved: Key Vista Single Family Homeowners Association, INC

By: \_\_\_\_\_  
Title: \_\_\_\_\_ Date \_\_\_\_\_