

Greystone POA Board Meeting Minutes
10.15.23 at 3:00pm

Call to Order: The meeting was called to order at 3:13pm.

Attendance: Tiffany Fendley - President
Courtney Allen - Vice President
Kate Barker - Treasurer
Christen Edmonds - Secretary
Jason Holcomb - At Large

Approval of Minutes: Kate motioned to approve the minutes from the meeting on September 17, 2023. Tiffany 2nd. All were in favor. Motion passed.

Monthly Treasurer Report:

2023 Budget

as of 10/8/23

Income	Budget	Actual
Dues (\$71/lot)	\$6,674	\$6,603
Delinquent Dues	\$0	\$0
Interest	\$0	\$67.54
Total income	\$6,674	\$6,670.54

Expenses	Budget	Actual
CPA	\$150	\$150.00
Attorney	\$1,500	\$0.00
State Filings	\$50	\$20.00
Office Supplies	\$200	\$137.26
Insurance	\$800	\$503.00
Technology	\$250	\$235.57
Utilities	\$10,000	\$6,869.82
Reserves	\$0	\$0.00
Other	\$100	\$76.75
Total expenses	\$13,050	\$7,992.40

Account Balances:

Checking Account: \$8,167.40 Savings Account: \$29,269.36

Old Business:**Bills:**

Cleveland Utilities auto draft \$760.82 on October 11th. We have also paid for regular and postcard stamps in the amount of \$88.50. Finally, the fiduciary bond was paid for in the amount of \$250.

Checkcard:

Tiffany was able to obtain a checkcard for the POA checking account. Christen and Tiffany used it to purchase stamps for both the annual meeting postcards in the amount of \$35.70 and the upcoming dues letters in the amount of \$52.80.

The board gave Christen permission to switch the billing information for the website from her personal card to the POA debit card.

Reimbursements:

Tiffany paid for the annual meeting postcards at Staples in the amount of \$18.64. Christen made a motion to reimburse Tiffany in the amount of \$18.64 for the annual meeting postcards. Jason Holcomb 2nd. Tiffany abstained. 4 were in favor. Motion passed.

Printing:

We are currently at 201 copies for a total of \$20.10. Jason Holcomb made a motion to reimburse Christen in the amount of \$20.10. Courtney Allen 2nd. Christen abstained. 4 were in favor. Motion passed.

Bylaws:

Since we now have a POA checkcard, Christen suggested adding in the bylaws the appropriate use of the checkcard for any person serving on the board.

This is the wording we came up to be added to the bylaws under Article III, C, Section 19, Subsection b:

(i) The Board's Treasurer shall maintain physical possession of the association's debit card. The purpose of the card is for POA expenses. A Director may check out the card, with prior approval from the Board, to make a purchase and return it to the Treasurer within 3 days with receipts. Under no circumstance shall any one other than a Director, with approval, be permitted to use the debit card to make any purchase or charge of any nature for the Association's operating expenses or otherwise.

Tiffany will email our attorney for him to look over. If he is able to approve, we will add this to the bylaw amendments to be voted on by the association.

Delinquent Accounts:

Tiffany will give final approval to the attorney to move forward with the update of the current lien.

Stop Sign:

Jason emailed the road department about the possibility of adding another Stop Sign at the front corner of the subdivision. He will follow up with them this week and let the board know.

New Business:**POA Address:**

Since Kate will be coming off the board next month, the POA address needs to be changed. Christen suggested the POA getting a P.O. Box so that in the future the address to the POA won't have to change when directors rotate off the board. However, we decided as a board that the cost of one along with the hassle of checking it was not worth it. Courtney offered to use her address for the POA address moving forward. Tiffany

will fill out a change of address form so mail will be forwarded to Courtney's address.

New Neighbors:

Jason will stop by the newly built house at 158 Old Pond Road to welcome them to the neighborhood and give them a Greystone POA brochure. He will also ask them to go on the website and fill out an update contact form.

Upcoming Meetings:

November 05, 2023 3pm (ANNUAL)

Adjournment:

Christen made a motion to adjourn the meeting. Tiffany 2nd. All were in favor.