

HAWTHORN COMMUNITY HOMEOWNERS ASSOCIATION
Meeting Location: 2587 Sage Drive, Warsaw, IN. 46582

Board of Directors Meeting Agenda

August 21, 2023 – 6:30 p.m.

Debbie Condon	President	LuAnn Gaisford	Vice President
Peggi Lee	Treasurer	PJ Leppo	Secretary

James Sweeny, Chairman	Architectural Control Committee
Tim Eshleman, Chairman	Compliance Committee
Carl Sowers, Chairman	Christmas Committee

Guests: None

1. **Call to order** at _____ p.m. -Debbie
2. **Open Forum** for Resident Comments
3. **Approval of Prior Meeting Minutes** - May 22, 2023 – PJ
4. **Old Business**
 - a. Garage Sale Success/Suggestions for next year
 - b. July 4th Parade – Canceled due to lack of participation. Suggestions?
 - c. Summer Picnic proposed changes
 - d. Entrance landscaping update
 - e. White sign boards
 - f. Steps taken to reduce speeding inside subdivision
5. **New Business**
 - a. Looking for a Social/Event Committee Chairperson – Debbie
 - b. Annual Meeting in October/**quorum attendance required** - Debbie
 - c. Treasurer’s Report – Peggi
 - d. Christmas Committee – Carl
 - e. Compliance Committee /Residential Landscaping– Tim
 - f. Architectural Committee Report – James
 - g. Neighborhood Watch -Debbie
6. **Other Business**
7. **Adjournment** at _____ p.m. **Next Meeting: Annual Meeting October**

HAWTHORN COMMUNITY HOMEOWNERS ASSOCIATION

Board of Directors Meeting Minutes

2587 Sage Drive, Warsaw, IN 46582

Monday, August 21st, 2023

Attendance

Board of Directors

President: Debbie Condon

Vice President: LuAnn Gaisford

Treasurer: Peggy Lee

Secretary: PJ Leppo

Committee Chairman

Architectural Control
Committee:

Compliance Committee:

Christmas Committee:

Entertainment Committee:

James Sweeny (unable
to attend)

Tim Eshleman

Carl Sowers

Open Position

Meeting Guests

None

Meeting Minutes

Debbie Condon called the meeting to order at 6:45 p.m.

Open Forum: Please note that all parked vehicles outside are required to be operable per the CC&Rs.

Prior Meeting Minutes: Secretary submitted the previous meeting minutes from BoD meeting held on Monday, May 22nd, 2023, for approval. A motion to accept by LuAnn Gaisford was seconded by Peggy Lee and passed with no objections.

Old Business

Garage Sale

- Another successful garage sale in the books! There were 12 homes registered before the sale with a few extra joining in for the day of the sale.
- There were a couple complaints received during the garage sale regarding the garage sale ending at noon on Saturday when people have more availability for garage sales. Next year will consider changing the official Saturday sale time to last until 4pm.
- Next year will consider placing a vinyl banner out on the front neighborhood sign for Friday and Saturday to help pull potential garage sale shoppers into the neighborhood.

July 4th Parade

- Cancelled the proposed event due to low interest from the neighborhood.

Summer Picnic - Proposed Changes

- Excellent turn out for the picnic this year with 64 total attendees! The BOD greatly appreciates all the fantastic dishes provided by homeowners. Another special thanks to the Lee's for hosting everyone at their home.
- The HOA provided pulled pork, chicken, and sauces from *Hogs R' Wild*. The pulled chicken was the same price as the pork and had significant leftover. Next year will consider getting chicken from another vendor, such as *KFC*, with a lower price to save on food cost.
- For summer picnic next year consider if BOD will schedule a DJ, band, or premade playlist. The band that played in 2022 was well received by the neighborhood.
- The water slide this year (*The Oasis*) was \$480 to rent for the day. *The Big Kahuna* slide was almost \$100 cheaper and almost as big. Will plan on using *The Big Kahuna* for the picnic next year.

Entrance Landscaping Update

- This year the BOD paid for the "Bronze Package" from WLM to take care of the landscaping maintenance needed at the entrances. WLM replenished the rocks with almost 10 tons of stone and added landscaping to the second entrance.
- Looking for a quote from another company or paying an individual in the neighborhood to complete the regularly needed maintenance, such as weeding and light bush trimming. *Steadfast Outdoors* recommended during the meeting as an affordable landscaping company.
- Budgeting for lower maintenance replacement bushes at the front entrance. Some of the existing bushes cannot be regularly trimmed due to how they grow. Plan to replace in 2025.

White Sign Boards

- Terry and Briana Kessler have volunteered to store and place out the signs throughout the year.
- Previous BOD meeting discussed replacement of the current signs that are over 11 years old. They are showing some wear and tear on the plastic strip that holds the letters in place. Budgeting for 2025 to purchase replacement signs.

Actions to Help Reduce Speeding

- Speeding has been a consistent issue on Lilly Ct. entering the neighborhood.
- Highway Department replaced the yield sign with a stop sign at Lilly Ct. and N 250 E to help reduce the speed of traffic entering the neighborhood at the second entrance. The speed limit is posted at both entrances and is 25mph within the neighborhood.

New Business

Social Event Committee Chairperson

- Elizabeth is no longer able to serve as the Entertainment Committee chairperson. Looking for a volunteer to serve on the committee.

Annual Meeting (October 9th)

- Previously discussed making the 2023 Annual Meeting a “Fall Fling” event on a Saturday to help achieve quorum. Moving the meeting back to Monday evening due to current budget constraint.
- Quorum is required since the budget needs to be approved during the meeting. Exploring feasibility of adding a Zoom call in to allow people to be counted as present for quorum.
- Proposal of adding a gas card raffle for all attendees at the annual meeting to help achieve quorum.

New Homeowner Gift Cards

- Only have two *Pizza King* gift cards remaining. Proposal to change from *Pizza King* to another type of gift card. General agreement that a gift card to *DoorDash* might be a good alternative to provide other options besides pizza.
- Currently provide \$25 but will increase amount to \$30 due to the increased price of delivery.

Treasurers Report (Peggi Lee)

- Total income: \$6,950.54
- Total expenses: \$6,958.30
- Total income is no longer expected to change as all available lots have been built.
- This will be the first year the HOA will file taxes as an LLC. No tax liability is expected.

Christmas Committee Report (Carl Sowers)

- Committee is working on recruiting more police cars and fire trucks for the event, as well as the Lake City “music box” truck.
- Reaching out to the Burke’s if they are still interested in coming to support the parade.

Compliance Committee Report (Tim Eshleman)

- Unfounded compliance reports submitted against a homeowner. The online complaint form has been updated to require a submitter name and picture for a complaint to be reviewed.
- In a prior HOA meeting it was discussed that homes should have been completed by the builder with a set number of trees and bushes. Even if the builder did not place the plant the trees/bushes the homeowner is responsible to ensure the landscaping complies with requirements laid out in the CC&Rs. Currently 12 homes do not meet the two-tree requirement.
- Discussion regarding vehicles being parked on the road instead of driveways. Parking on both sides of the street can impede emergency vehicles and snow plow trucks.

Architectural Committee Report (James Sweeny)

- No new architectural plans have been submitted for review.

Neighborhood Watch

- There is no formal neighborhood watch. Most neighbors have some type of motion sensor enabled camera system and report any issues through the Facebook group. Below the 25 MPH signs at each entrance are Neighborhood Watch and Warning signs that actions are being recorded.

Motion to adjourn from Peggi Lee and seconded by LuAnn Gainsford. Meeting adjourned at 8:55pm.

**The annual meeting is scheduled Monday, October 9th, 2023 6:30 p.m. at 2587 Sage Drive.
Please plan to attend as quorum is required for approval of the HOA annual budget.**