

Erwin Farms Homeowners Association, Inc.
Annual Election Meeting of the Members Minutes
October 16th, 2024

Present from Essex Association Management, L.P.

Caspar Sullivan, Community Association Manager
Ashton Barnes, Assistant Community Association Manager
Essex Support Staff

Meeting Type, Location and Time

Virtual Annual Election Meeting

Microsoft Teams at 6:00 pm on October 16th, 2024

Introductions: Caspar introduced the Essex Association Representatives. **Meeting called to order at 6:06 pm.**

Explanation of Election and Meeting Structure and Process:

Caspar showed the Proof of Call for Candidates as well as the Proof of Notice of Meeting. The explanation of the meeting process was explained. The ballots and votes have already been determined and therefore, no write-ins or floor nominations will be accepted.

Financial Review:

The **August 2024 Balance Sheet and Income Statement Summary** was reviewed in its entirety, explaining each line item, and clarifying any significant variances presented.

Community & Board Updates:

Caspar presented and reviewed the **Completed Projects** to include:

- Staines Ranch Style Fencing throughout Community
- Pool Opening Maintenance
 - Pool Inspection and Permit
 - Painted Wood Shutters
 - Repainted Bathroom Floors & Doors
 - Replaced Splash Pad Timer with Switch
 - Replaced Bleach Feeder / Chlorinator Line
- Purchased New Pool Furniture
 - 4 Tables & 22 Chairs
- Multiple Irrigation Repairs
- Install Kiddie Mulch at Playground

Caspar presented and reviewed the **Projects in Progress** to include:

- Ongoing Maintenance of easement between Adelaide Dr. / Spanner Dr. / Forged Way
- Holiday Decoration Installed
- Tree Replacement throughout Community – Inspector scheduled with landscaper
- Common Area Improvements
 - Additional Amenities in P4 Green Space
- Benches & Trash Cans along Walking Trail
- Phase 3 Detention Area Clean Out
 - **Plan for erosion around detention ponds**

Election Results:

Caspar announced the Board Candidates and Election results. The result for your newly elected Board Member is, Darren Thompson.

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Open Discussion:

- Darren spoke: Encouraging homeowners to volunteer to join the Advisory Committee (pool, landscape, social)
- **Update and Post Subcommittee Members and Contacts on the Association's website.**
- Ensuring that builders are held accountable with HOA turn over of common areas and warranty work.
 - Builder Responsibility / Relations Committee
 - Derek S. willing to head this Committee

Adjournment:

With no other business to discuss, the meeting adjourned at 6:35 PM.

Signature of Secretary or Board President

Date

Minutes Prepared by: Ashton Barnes on behalf of Erwin Farms Homeowners Association, Inc.