

**Keys Homeowners Association Annual Meeting Agenda**  
**October 7, 2023**  
**10:00 AM at the Clubhouse and on Zoom**

**1. CALL TO ORDER – Russ Timmons**

Russ called the meeting to order at 10:00. Russ spoke about the community and thanked Nancy Brickman for her service. Russ introduced the Board and office staff Kim Garguilo and Grace McGee.

**2. QUORUM CONFIRMATION – Russ to call on Kathy Axe**

Kathy Axe worked with the office staff to confirm that the requirement that a quorum was met. She also verified that the votes submitted by members resulted in the 2024 proposed budget being approved and Cathy Spiegel being elected as a Board Member

Russ requested that Kathy verify the quorum for budget approval and Cathy Spiegel is elected to the Board. Kathy confirmed

**3. Approval of the 2022 Annual Meeting Minutes– Russ Timmons**

(note that the Minutes from last year’s meeting are on the website).

Bruce Yergler made the motion to approve. Becky seconded it.

The minutes have been approved.

**4. Network Real Estate - Kevin McKoy**

Kevin introduced himself and spoke about the role his company plays in helping the community. Network realty is in charge of all non financial matters such as supervising the termite inspection. The company oversees the landscaping, pond etc. Network is the first line of contact. Feel free to ask any questions at any time.

Bruce Yergler asked about bush trimming. Sam’s is in the process of doing that currently.

**5. Budget Presentation – Grace Mc Gee**

Grace discussed her replacement.

Grace presented a simplified chart of the 2024 budget. (See chart attached). The majority of the budget (52%) goes to landscaping, mulch and irrigation. Grace explained long term maintenance such as painting, termite prevention, sinkholes. Grace explained the reserves. In terms of reserves, Grace explained that Becky Richardson asked about roofs. The community will be surveyed about how to proceed regarding the roofs. Kevin has been tasked with finding a reputable roofer to assess the roofs. Fortified roofs were discussed.

## **6. Board PRESENTATION**

- Architecture – Russ Timmons

Russ discussed architecture and reminded the community on how to proceed if you want to make changes to the outside of the house. Forms are available online and through Kevin.

- Rules & Regulation changes – Patio, Rain Barrel Privacy Fences - Eve MacCurry

Eve discussed the changes which were added to the Rules and Regulations during the past year. This included clarification of awning color allowed which is beige without stripes. The storm doors were also addressed these must be white with clear glass, but can have a break in the middle to accommodate a screen. Patios were also addressed. These must be professionally installed and follow guidelines outlined in the Rules and Regulations. Privacy fences were added. This must be white and be no more than 4' tall and no more than 4' wide.

- Landscaping - Lollo Erickson

Lollo spoke about how much he loves the area. Lollo is working with Kevin to keep improving the environment. He spoke highly about the contractors such as Sam's. Special items have been imbedded in the contract. Aggressive approach to trimming has been initiated. The tree service Fitness Tree has been very reliable and inexpensive. We compared the price with other vendors. Rainstorm Solutions dredged the pond in conjunction with the town experts. Irrigation system is working for us because equipment has been replaced. The system is working well. Some damage is caused by vehicles. Jeff Cline and Mailin Irrigation. The lawn was also focused on this year. TruGreen is working on the lawns. One spot still needs to be repaired. Insects are controlled and bare spots are coming back. The beautification initiative has been a success.

- Pond - Frank Watkins

Frank reported that we have replaced the riprap and dredged the pond. There is a new alligator in the pond.

- Thanks to all who have volunteered throughout the year on the following efforts – Russ
  - Termite Inspection: Kathy Axe
  - Gazebo has been rehabbed: Frank Watkins, Steve Ebberts, Wayne VanDyck
  - Beautification
  - YiFenn Strickland was acknowledged for her excellent work on taking care of the Keys website and disseminating information to the community.

## **7. Opened the meeting for any questions and feedback – Russ Timmons**

Ed Wilkinson brought up the need to look for vendors for painting so that paint does not fade. Now is the time to do the research for quality of paint and quality of the workmanship.

## **8. Adjourn Annual Meeting.**

Russ adjourned the meeting 10:47

**Board stays to elect officer positions and approve prior month meeting minutes**