**Hickory Hollow HOA**

**Minutes of the Quarterly Meeting of the Board Open to Community**

**June 28, 2022, 6:00 PM**

Location of Meeting: Cheswold Fire Station

Board members present at Meeting: Annette McAllister, Cynthia Brown, and Beverly Pinckney

The regular meeting of the Board of Hickory Hollow HOA was called to order at 6:30 PM on June 28, 2022, by Beverly Pinckney.

1. **Approval of Agenda**

The agenda for the meeting was distributed and unanimously approved.

1. **Review of Previous Minutes**

The minutes of the previous meeting were reviewed and unanimously approved.

1. **Consideration of Open Issues**
* Budget
* Lawn care and Garbage Maintenance
* Newsletter
* Standing water issues
1. Board member attendance and opening prayer called by Beverly Pinckney
2. Thank everyone for attending the monthly meeting please respect the speaker, everyone will have the opportunity to speak. We asked that you hold all questions until after the agenda is completed. We will be following the agenda that has been issued to every attendee. The goal of the board is to be transparent. The board members will be able to interject between each topic and area. If we don’t have an answer to any questions asked at this meeting, or if the board must address the question (s) collectively It will be listed as open until an answer is provided
3. The financial Report was screen shared and read by the treasurer Beverly Pinckney: the financial report reflects the following balances as of May 31, 2022: checking account (134,154.31), Reserve account (106,992.00), debit card/ petty cash (2,250.07) Total Assets (243,396.38) delinquent accounts (28,949.72)

Beverly Pinckney Presented to the floor:

The agenda for tonight’s meeting

* To promote professionalism and transparency in all that we do as a board for the community.
* The foregoing plans of the community.
* We as a board will begin to review the budget for 2023. Ensure the budget can cover expenses support the community goals.
* We the board are seeking feedback from the homeowners regarding community plans etc. We are considering creating a preventative maintenance plan that addresses the association’s most critical components for ex: short cuts and the Pool
* We need to review existing vendor contracts to see if they are working for the community
* We need to establish a communication policy, a policy and process to relay emergency alert information, such as natural disasters and major power outages
* Creating a formal HOA complaint process for homeowners
* Investing in technology as needed/ Make it as easy as possible for homeowners to pay fees or report issues online that can save time
* Standing water complaints behind the houses on ridgeway and climbing vine. Jaime met with the public work department from the Town of Smyrna a couple of weeks ago. They will conduct some grading to control the water problem. The board will continue to follow up on the work
* Please ensure that all Basketball hoops are not in violation of the deed of restrictions
* Follow all rules pertaining to dog leash and poop clean-up

Beverly Pinckney queried the open space committee:

Annette McAllister's response:

* A letter has been mailed out to each homeowner to voter on the five amenities proposals and must be returned within thirty days. The amenities are not written in stone the board is requesting your vote if we are able to add them to the community.
* The board is considering creating a homeowners’ professional skills manual. This manual will list all the homeowners in our community who for examples are plumbers, painters, electricians etc. we may not have to go outside of the community for different things that we may need to get done.

Beverly Pinckney queried the pond committee:

Annette McAllister's response:

* The pond is in very bad shape it holds our water supply and must be maintenance regularly. Kent County will take on the responsibility of maintaining the pond, but it will cost each homeowner about 28.00 a year. This action must be voted on and must be unanimously agreed on by a minimum of two-thirds of the homeowners. A letter will be mailed out from the office of Kent County to each homeowner. You will place your vote and mail it back.

 Beverly Pinckney queried the Pool committee:

Cynthia Brown's response:

* The pool opening was delayed due to the improper closing of the pool last fall. The board have since hired a new pool company. The pool was in very bad shape and had to be drained and acid washed before opening. The process was lengthy and time-consuming as well as getting an appointment to have it done. Our new pool company was booked up and had to add the community to their available calendar in order to complete the added task.

Annette McAllister's response:

* The board will be extending the pool days at the end. We will be sending out that information hopefully via newsletter.

Beverly Pinckney queried the Pool Coordinators for updates:

Cynthia Brown's response

* Thelma and I request that if you are planning an event that you would like to have at the pool house, please submit your request online and in a timely fashion because your date may be taken. We asked that you make sure to clean up after the event. There is a 100.00 deposit that will be returned if there are no damages, and the pool house is left cleaned.

Beverly Pinckney queried the ARC Committee for updates:

Cynthia Brown's response

* Please take a glance at the ARC form that is going around. This form must be completed in its entirety to be approved. The forms are located on the Hickory Hollow website.

Beverly Pinckney open floor for questions:

Question from homeowner:

How much will our HOA fees increase if we vote to have added amenities?

Annette McAllister's response:

* At this present time, we don’t have a dollar amount. Once we decide what projects we are going to go with first we will then set up a meeting with Joann and William to see how much they will match us via a grant. Once we have the exact amount the board will send out that information to the community for feedback.

Question from homeowner:

Can we do fund raising to raise the funds as opposed to having our HOA fees increase?

Beverly Pinckney’s response:

* That is an excellent suggestion, we will take it back to the board for consideration

Question from homeowner:

Can we add a community room and additional parking spaces?

Annette McAllister's response:

* The board have discussed adding a community room and additional parking spaces along with other amenities. We will keep you informed.

Question from homeowner:

Can you add our names to an email list to send out information? Some of us are not on social media

Beverly Pinckney’s response:

* The email addresses listed on the sign-in sheet will be added to an email list. In addition, Hickory Hollow HOA has its own website that homeowners can access. There is a lot of information about the community on this site, so please look at it.

Meeting concluded by Beverly Pinckney, Board Treasurer & Secretary at 8:00 pm

**V. Agenda and Time of Next Meeting**

The next meeting will be held at 6:00 PM on July 9, 2022, Zoom

Hickory Hollow Community

Smyrna, 19977

The agenda for the next meeting is as follows:

Financial report

Budget

Newsletter

Dog Leash & Poop

No Smoking in common areas

Progress for Hickory Hollow open space amenities

Community Pond

Pool Updates

ARC Committee

Shortcut’s contract evaluation