

SQHOA Monthly Open Meeting Minutes

Call to order.

A monthly meeting of the SQHOA Board of Trustees was held on October 16, 2024 at the Monclova Community Center. It began at 8:15 pm and was presided over by John-Michael Smith, President with Rebecca Wiklendt, Secretary.

Attendees:

Voting members in attendance: John-Michael Smith (President), John Walczak (VP), Parnella Baul (Treasurer), Rebecca Wiklendt (Secretary), Michael Nowak (Trustee) – Quorum was present to conduct business.

Residents in attendance: None

Homeowners Forum

- No items noted.

Approval of minutes

Approval of the minutes from the August 21, 2024 meeting was conducted via email. *Refer to the Action Without Meeting attachment.*

There was not an official meeting on September 18, 2024, therefore there were no minutes to approve.

Officer's Reports - Treasurer

- Financial Reports were distributed electronically to Board Members for review. Financials will be posted on the SQHOA Website.
- Corporate Transparency Act (<https://home.treasury.gov/news/press-releases/jy2015>) – Need to submit required information ASAP.

Other reports

Grounds/Pond Committee Report

- Jones Lake Management treatment update
 - Pond was treated September 12, 2024: filamentous algae was targeted and a sufficient amount dye was added

Old Business

- Community Protection Plan
 - Look into combining plats into a single plat
 - Table amendments suggested by K&C until plat consolidation complete
- Rent Manager (RM) Software Implementation
 - Data migration to begin Oct 31, 2024. Contracts to be finalized for accounts payable and accounts receivable modules soon.
- Collection Activities
 - Collection policy and procedure drafting in process
- Legal Counsel

New Business:

- 2025 Landscape contract
- Reserve study
- P. Baul stepping down as Treasurer as of October 31, 2024

Main motions

- JM Smith motioned for Kaman & Cusimano to be contracted to handle SQHOA collection activities, 2nd by M. Nowak. Motion passed with unanimous vote.
- JM Smith motioned for Kaman & Cusimano to be contracted to handle all SQHOA legal matters going forward, 2nd by M. Nowak. Motion passed with unanimous vote.
- P. Baul motioned to contract Reliable Landscape to handle all grounds activities for the 2025 season, 2nd by JM Smith. Motion passed with unanimous vote.
- JM Smith motioned to contract Association Reserves to perform a Capital Reserve Study for the SQHOA, 2nd by M. Nowak. Motion passed with unanimous vote.

Announcements

- The 2024 Annual SQHOA Homeowner Meeting will be January 15, 2025 at the Monclova Community Center (8115 Monclova Road, Monclova, OH).

Adjournment

JM Smith moved the meeting be adjourned and this was agreed upon at 9:25 pm.

A handwritten signature in black ink that reads "Rebecca Wiklendt". The signature is written in a cursive, flowing style.

Rebecca Wiklendt, SQHOA Secretary
Approved 11/20/2024

