

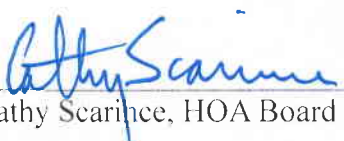
Frisco Square HOA Meeting Minutes

Subject	Frisco Square HOA Meeting	Date	November 10, 2022
Facilitator	David Rostcheck (President)	Time	6:00 pm
Location	Virtual (via Zoom)	Scribe	Cathy Scarince (Secretary)
Attendees	David Rostcheck (President), Cleveland Antoine (VP), Janet Pollard (Treasurer), Cathy Scarince (Secretary), Sara Dunham (at-large)		
Absent	None		

Key Points Discussed and Action Items

No.	Topic	Action Items
	Call to Order	David called the meeting to order at 6:01 pm.
	Approval of Minutes	DR motioned to approve the October 13 regular board meeting minutes. CS seconded. All approved – motion passed.
Old Business		
1.	Landscaping	JP motioned to terminate BrightView's contract for 2023, CS seconded. All approved – motion passed. Nicole is working on getting proposals from landscapers for 2023. SD will help review the proposals. CS will look for an additional landscaper so we have 3 bids, excluding BrightView's. Brightview's contract runs through March 2023, so there may be some overlap between them and the new landscaper in order to make sure we can get new plantings in place early enough in the new year.
2.	Financial	Non-restricted balance is \$100,332, Restricted balance is \$87,000. CS reported that the petty cash balance is around \$100. JP recommended she bring it back up to around \$300.
3.	Riser Rooms	CS is recommending we use Southern Paint and Fast Signs for the paint and signs for the riser rooms. CS motioned to approve these two companies. DR seconded. All approved – motion passed. The doors will be ready for installation on January 2. CS and DR will be doing an annual riser room maintenance walk on Saturday morning to assess what needs to be done with the rooms and to test all the Fire Control Panel batteries to see if any need to be replaced.
4.	HOA Insurance	SD has sent out 7 requests for proposals for insurance and is waiting for responses.
5.	Elections	3 positions are coming open on the HOA Board for the next 2-year term starting on Jan. 1 – Vice President, Treasurer, and At-Large. DR motioned that the elections be held Dec. 13 – 15. CA seconded. All approved – motion passed. CS will send out a message to the neighborhood notifying them of the open positions and when the elections will be held.
	Adjournment	DR motioned to adjourn the meeting. JP seconded. All were in favor – motion passed. The meeting adjourned at 7:19 pm.

Minutes approved 12/8/22, prepared from notes taken 11/10/22.


 Cathy Scarince, HOA Board Secretary