

**The Refuge
Board Meeting Minutes
16 January 2023**

Called to order 7:01 PM

Adjourned 7:25 PM

Attendees:

Sam Mikitarian
Ray Newman
Mike Randolph
Marcia Lytton

Action Items:

- A. Marcia to procure drinks/snacks for annual meeting
- B. Ray will schedule a Zoom set-up test with Board members for the annual meeting
- C. Sam obtaining Lake Doctors and Dragonfly Pondworks quote for lights on the rear fountain
- D. Missy and Mike will walk the Tran property to ensure fence measurements do not infringe into the conservation easement
- E. Missy to send reminder email regarding when trash and yard waste should be set out.

Discussion Items:

1. Minutes from the December meeting, previously reviewed via email, were approved.
2. Budget Review – Ray Newman
 - a. Ray gave the Board a budget summary comparing last year's budget/spending. Expenses for 2022 increased by 4%, while income increased by 5%.
 - b. The biggest expense in December was ruptured pipe at the pond pump.
 - c. Checks were signed for:
 - Return of the \$5000 security deposit to the builder for 8558 RPC
 - \$400 reimbursement to Ray Newman for the new message board.
 - d. Marcia confirmed the Tran pet fee owed is \$125 for the second and third instances.
3. Annual Dues
 - a. To date, 13 residents have paid their dues.
 - b. The resident with delinquent 2022 dues remain unpaid and will carry over into 2023.
4. Fountain Repair
 - a. Sam reported that Lake Doctors and Dragonfly Pondworks will each provide a quote for repairing lights on the rear fountain.
5. Annual Meeting
 - a. 21 Feb 2023
 - b. Wescott Hall meeting space has been reserved
 - c. Ray will coordinate a Zoom set-up test with Board members
 - d. The agenda was approved
 - e. Marcia will purchase drinks and snacks
6. ARB
 - a. A deck request and separate painting request for 8582 RPC were approved.
 - b. Trans have submitted a fence installation request. Because the dogs are small, it will be a snap system that is not permanent, Missy and Mike will need to walk the property to ensure the measurements do not infringe into the conservation easement.
 - c. Residents have been putting out trash and yard debris earlier than Wed evenings. Missy will send a reminder email.

7. Next meeting will be the annual meeting
 - a. 21 Feb 2023, 7:00pm
 - b. At Wescott Park Meeting Hall