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1322 Fretz Drive • Edmond OK 73003 • president@silverhawkhoa.com  
Minutes for SilverHawk HOA Monthly Board Meeting, August 2015

### **Call Meeting to Order**

A Board meeting of the SilverHawk HOA was held on August 3<sup>rd</sup>, 2015 at the SilverHawk Clubhouse. It began at 7:01pm and was presided over by Chris Painter, with Mandy Lunsford as secretary.

### **Roll Call & Quorum Determination**

Voting members in attendance: Chris Painter, Lisa Slaton, Nick Szymanski, and Mandy Lunsford. Quorum established.

Voting members not in attendance: Jesse Kemp

Guests in attendance included: Gene & Leah Warden, Jesse Painter, TJ Howell, and Virginia Slaton

### **Approval of Agenda**

A motion to approve the agenda was made by Chris Painter and seconded by Nick Szymanski. The motion carried unanimously.

### **Invitation for Guests to Speak**

- a. Discussion about the CCRs, Bylaws, Violation/Fee Schedule, & Detailed Budgets.
- b. Discussion about fixing the broken/missing sidewalks in the neighborhood.

### **Approval of Minutes**

A motion to approve the previous meeting's minutes was made by Chris Painter and seconded by Lisa Slaton. The motion carried unanimously.

### **Treasurer's Report**

The Treasurer's Report was presented by Lisa Slaton.

### **Committee Reports**

- a. **Architectural Committee (Jesse Kemp)**: Absent, no report.
- b. **Legal Affairs/Compliance Committee (Chris Painter)**
  - (Amended) Attorney is Drafting Bylaws. Bylaws are not required under state law; however, the Board has determined it would benefit the HOA from a governance point of view.
- c. **Welcoming/Social Committee (Lisa Slaton)**: No report.
- d. **Grounds/Improvements Committee (Nick Szymanski)**
  - Awaiting Bids for Landscape at 178<sup>th</sup> Entrance
- e. **Pool Committee (Chris Painter)**
  - (Amended) Pump Repair: Repaired with a new capacitor.
  - (Amended) Pool Rules: Working on revision.
  - (Amended) Signs: Signs are fading and need to be replaced.

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- (Amended) Pool Card Replenishment: Running out of card keys. Need to reorder.
- (Amended) Fire Extinguishers: Two fire extinguishers were replaced.
- (Amended) Smoke Detectors: One smoke detector is not working and one is missing.

### Old Business

Discussion on the following:

- CCR Violation Letters
- Ordering Signs for Entrances
- Add Legal Fees to Budget

### New Business

Discussion on the following:

- Process for Reimbursement
- (Amended) Camera System Access and Control: Vetting access to security cameras.
- (Amended) Website Updates: Continuing to improve; fixing broken links and adding new content.
- Fence Damage near Clubhouse Parking Lot
- Develop Committee Scope and Responsibility (each chair needs to do this)
- Placing Agenda on DropBox
- (Amended) Budget Categories: Expand subcategories to show more detail (ex. Pool chairs, pool chemicals, etc.)
- (Amended) Water Well: Discussion on whether or not to allow oil company to use our well.
- (Amended) Meeting Agendas
- (Amended) Smoke detector and fire extinguisher inspection time frame.
- (Amended) Meeting minutes approval time frame 15 days vs. 30 days.
- (Amended) Chlorine vs. salt water pool: Discussion about pros and cons.

### Main Motions

**Motion:** Moved by Chris Painter and seconded by Lisa Slaton to purchase 50 additional pool key cards for \$370.64. The motion carried unanimously.

**Motion:** Moved by Chris Painter and seconded by Nick Szymanski to change the pool hours from 10:00am – 10:00pm, to 8:00am – 10:00pm; except on Mondays the hours will stay 10:00am – 10:00pm for weekly cleaning of the pool. Will post signs for closing of the pool for cleaning and adding chemicals as needed. The motion carried unanimously.

**Motion:** Moved by Lisa Slaton and seconded by Chris Painter to keep the pool open until the last Sunday of September. The motion carried unanimously.

**Motion:** Moved by Chris Painter and seconded by Lisa Slaton to implement a process to send all receipts to Lisa Slaton (Treasurer) for reimbursement. She will then forward these receipts to Neighborhood Services as approved. The motion carried unanimously.



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**Motion:** Moved by Chris Painter and seconded by Nick Szymanski to say no to the oil company's request to use the neighborhood water well for up to 400 gallons per month. The motion carried unanimously.

**Announcements**

Next monthly Board meeting will take place at 7:00pm on Tuesday, September 8th at the SilverHawk Clubhouse.

Fall Out this Saturday, August 8<sup>th</sup> from 5-7pm at the Clubhouse! Bring a dessert to share!

**Adjournment**

Chris Painter moved that the meeting be adjourned, and this was agreed upon at 8:10pm.

**From:** Mandy Lunsford secretary@silverhawkhoa.com

**Subject:** Amended August Meeting Minutes

**Date:** August 19, 2015 at 2:56 PM

**To:** Chris Painter president@silverhawkhoa.com, Lisa Slaton lisa.slaton@silverhawkhoa.com, Nick Szymanski nick.szymanski@silverhawkhoa.com, Jesse Kemp jkemp831@hotmail.com

LM

Good afternoon,

Attached are the amended meeting minutes for August 2015. The amended items are under Committee Reports and New Business. Please look over these amended minutes and reply to all with your approval, or with any changes if needed.

Thank you,

*Mandy Lunsford*

Secretary

SilverHawk HOA Board

Call/Text (405) 208-3939

[secretary@silverhawkhoa.com](mailto:secretary@silverhawkhoa.com)



August 2015 Meeting  
Minutes.pdf

**From:** Jesse Kemp jkemp831@hotmail.com

**Subject:** RE: Amended August Meeting Minutes

**Date:** August 19, 2015 at 3:30 PM

**To:** Mandy Lunsford secretary@silverhawkhoa.com, Chris Painter president@silverhawkhoa.com, Lisa Slaton lisa.slaton@silverhawkhoa.com, Nick Szymanski nick.szymanski@silverhawkhoa.com

KJ

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Look good to me...but I wasn't there so I think I have to abstain.

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**From:** secretary@silverhawkhoa.com

**To:** president@silverhawkhoa.com; lisa.slaton@silverhawkhoa.com;  
nick.szymanski@silverhawkhoa.com; jkemp831@hotmail.com

**Subject:** Amended August Meeting Minutes

**Date:** Wed, 19 Aug 2015 14:56:43 -0500

Good afternoon,

Attached are the amended meeting minutes for August 2015. The amended items are under Committee Reports and New Business. Please look over these amended minutes and reply to all with your approval, or with any changes if needed.

Thank you,

*Mandy Lunsford*

Secretary

SilverHawk HOA Board

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[secretary@silverhawkhoa.com](mailto:secretary@silverhawkhoa.com)

**From:** Lisa Slaton lisa.slaton@silverhawkhoa.com  
**Subject:** Re: Amended August Meeting Minutes  
**Date:** August 19, 2015 at 5:06 PM  
**To:** Mandy Lunsford secretary@silverhawkhoa.com  
**Cc:** Chris Painter president@silverhawkhoa.com, Nick Szymanski nick.szymanski@silverhawkhoa.com, Jesse Kemp jkemp831@hotmail.com

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Looks great! I approve.

Sent from my iPhone

On Aug 19, 2015, at 2:56 PM, Mandy Lunsford <[secretary@silverhawkhoa.com](mailto:secretary@silverhawkhoa.com)> wrote:

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*Mandy Lunsford*

Secretary  
SilverHawk HOA Board  
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[secretary@silverhawkhoa.com](mailto:secretary@silverhawkhoa.com)

<August 2015 Meeting Minutes.pdf>

**From:** Nick Szymanski nick.szymanski@silverhawkhoa.com

**Subject:** RE: Amended August Meeting Minutes

**Date:** August 20, 2015 at 3:56 PM

**To:** Mandy Lunsford secretary@silverhawkhoa.com, Chris Painter president@silverhawkhoa.com, Lisa Slaton lisa.slaton@silverhawkhoa.com, Jesse Kemp jkemp831@hotmail.com

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SN

Approve

Sent via the Samsung Galaxy Note® 3, an AT&T 4G LTE smartphone

----- Original message -----

From: Mandy Lunsford <secretary@silverhawkhoa.com>

Date: 08/19/2015 2:56 PM (GMT-06:00)

To: Chris Painter <president@silverhawkhoa.com>, Lisa Slaton <lisa.slaton@silverhawkhoa.com>, Nick Szymanski <nick.szymanski@silverhawkhoa.com>, Jesse Kemp <jkemp831@hotmail.com>

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Thank you,

*Mandy Lunsford*

Secretary

SilverHawk HOA Board

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[secretary@silverhawkhoa.com](mailto:secretary@silverhawkhoa.com)



**From:** Chris R. Painter president@silverhawkhoa.com

**Subject:** Re: Amended August Meeting Minutes

**Date:** August 20, 2015 at 4:00 PM

**To:** Mandy Lunsford secretary@silverhawkhoa.com

**Cc:** Lisa Slaton lisa.slaton@silverhawkhoa.com, Nick Szymanski nick.szymanski@silverhawkhoa.com, Kemp Jesse jkemp831@hotmail.com

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I approve. We have a majority for approval. We can post.

Chris R Painter  
President | Silverhawk HOA  
Mobile 405.412.5718

On Aug 19, 2015, at 2:56 PM, Mandy Lunsford <secretary@silverhawkhoa.com> wrote:

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