

## Minutes of the Clayton Pond HOA Special Meeting

March 28, 2021 at 7:00 p.m.

Home of Charlotte Goddard, 201 Bristol Court

President Yvonne Montgomery called the meeting to order at 7:02 p.m. A quorum was present.

In attendance: Dameion Briggs, Monty McKinzy, Jim Albee, Charlotte Goddard, Mary Meritt, and Paula Sanders.

**Discussion of Election at Annual Meeting.** As President Yvonne Montgomery began the meeting, Mr. McKinzy asked to speak. He stated that he had asked that his name not be included on the Ballot but it was. As a result he was elected. He reported that he had told J.C. Polliard that he did not want to serve and that he wanted Mr. Albee to take his place on the Board. When the problems with that decision were brought to his attention, he would need to resign. Jim was not elected. He indicated that he had come to the meeting to resign. The motion was made by Paula to accept his resignation and the second was by Charlotte. Unanimous. Reference was made to Denise Peabody not wanting to be on the Board but Charlotte Goddard was able to clarify that Denise wanted to back away from Secretary but wanted to be a nominee for the Board and that perhaps someone had misunderstood.

Elected Board members for 2021-2022 are as follows:

Dr. Yvonne Montgomery, President

Dr. Mary Meritt, Vice President

Charlotte Goddard, Treasurer

Stephanie Qualls, Secretary

Denise Peabody, Member

Dameion Briggs, Member

Paula Sanders, Member

**Officer Duties.** Mary Meritt asked if there could be a time set aside at the next meeting for the Board to review the BY-LAWS in an effort to understand expectations for all members. President Montgomery agreed and indicated that at the April 22, 2021 meeting there will be a review. Dameion mentioned that he had read the Covenants and the BY-LAWS and wanted to know what enforcement is used. Mary Meritt responded that persuasion and the "power of the neighbor." Charlotte talked about the Board sending letters and making calls in the past and that has been pretty successful. She also mentioned that it is better to praise than be punitive. He agreed. He also stated that for the rental units he would like to see the HOA require the leases spell out the responsibilities of the owners and the tenants.

### **Establish/Solicit participation on HOA Committees:**

- 1. Architectural Committee:** Members suggested that Charlotte Goddard contact Mike Ellis & Karen Lacy to see if they would be interested in serving. Paula's contact information needs to be changed on the website.

2. **Welcome Committee:** Charlotte Goddard will contact Lana Ellis to see if she will chair and if Lana will get perhaps 2-3 more to serve. It was suggested that the Welcome Committee could perhaps take copies of the By-Laws to all new neighbors along with the “goodies.” Dameion said that although the website has the documents, he took the initiative to find the answers to his questions. He reported that the realtor did not give him a copy of the BY-Laws when he bought his home. Meritt suggested that perhaps a letter needs to go to the realtors in the area giving them the website information for the documents.
3. **Pool Committee:** Volunteers to be co-chairs include Emily Allison and Carina Williams. Jana Dubord was suggested as another homeowner who has given a lot of time to the pool. Mary will contact Jana.
4. **Pond Committee:** Monty McKinzy indicated that he will continue to provide invaluable service. Monty needs a helper in monitoring the pool and in doing some of the actual labor. Monty said that he is hoping that when funds are available, that the erosion control on Pond #2 will be considered. He indicated that the bid for Pond 2 is \$2300.
5. **Landscape Committee:** Denise Peabody has indicated that she will chair the landscape to include flowers, mulch, any planting. It is hoped that Mike Ellis will continue to be the Clayton Pond contact for Mr. Gabino regarding issues, his contract, etc.
6. **Special Activities:** Fishing Derby chair Ray Thornton; Easter Egg Hunt chair Stephanie Qualls; Garage Sale chair Sue Thornton.

Jim Albee asked to speak. He reported that at the Annual Meeting a couple of ladies had approached him about raising funds for a memory bench for Gary Peabody. He said that he had taken it upon himself to go to Memorial Gardens and speak with “a lady” there and she gave him a brochure. The bench would cost \$2124. He asked if the Board would agree. Charlotte had spoken with Gail and some funds have been raised. After much praise for Gary and much discussion about the implications for the Board, the Board asked Charlotte to contact Gail and suggest that the group develop a proposal to present to the Board with the understanding that the Board would not receive nor expend funds raised. Since the placement of the memory bench would be on the Commons, the size, kind of material, the location of the bench would be considered. Motion by Mary Meritt and 2<sup>nd</sup> by Dameion Briggs that Charlotte will communicate with Gail. Unanimous. Mr. Albee requested that Charlotte tell Gail that he had spoken to the subject.

7. Dameion Briggs suggested that he would like to see a Public Relations and Communication Committee. He indicated that he has been thinking about a neighborhood newsletter, a way to “push out” what is going on, and announcements that people will read and act on. He volunteered his wife who is a communications enthusiast who would probably like the opportunity. Paula indicated that she would like to see a directory. Dameion is going to pursue getting the contact list from Denise and Stephanie. President Montgomery asked Paula Sanders if she would work with Dameion on the Directory.

#### **New Business:**

1. The plan for securing signatures for the Proposal for the Pool Project is still to come.

Dameion seemed to suggest that announcements for meetings to talk about the Pool Project would be sent out to the homeowners.

2. Saturday, April 17, 2021 was set as Neighborhood Clean Up Day. Charlotte Goddard will contact Denise who worked with David Cox, before he moved, to get the dumpster delivered on Friday, April 16, 2021 and picked up the following Monday.

Old Business:

\*Parking along the streets-Motion by Meritt and 2<sup>nd</sup> by Dameion that a letter be sent to the Edmond Police Department to request a contact person with the Edmond Police Department who will meet the President or her designee and to assess the safety and security needs at Clayton Pond (e.g., no parking signs).

\*Sidewalk issues and Debris along Second/Sooner. Dameion suggested that since we have some broken sidewalks to bring to the attention of the City of Edmond, that a sidewalk extension is needed from where Clayton Pond's sidewalk along 2nd Street and the shopping center to the West. No one was assigned to contact the City of Edmond. (I will contact them tomorrow on both issues.)

**Date for the next meeting: Thursday, April 22, 2021 at 7:00 p.m.**

Motion to adjourn by Dameion Briggs and 2<sup>nd</sup> by Paula. 8:40 p.m. Unanimous.