

ARC (ZOOM) MEETING MINUTES | September 9, 2020

Called to Order at 6:01 p.m.

IN ATTENDANCE | Jen Biasi, Jim Etz, Suzy McGonigal, Lynda Kirchner

INTRODUCTION | Jen welcomed all and the ARC continued with the following order of events:

1. Welcome Back, and Welcome to ARC's New Secretary
2. Board Updates
3. Current To-Do's
4. Approvals
5. Conclusion

MEETING | The ARC team discussed with our liaison, Lynda, the status of Delasol ARC issues and updates, along with ways to move forward for more expediency and continuation of good synergy with the management company.

1. Welcome back, and welcome to Suzy
 - a) A quick discussion of what's new with Delasol.
 - b) Welcome to our new ARC Secretary, Suzy!
 - i Courtney Klevanosky's departure
 - ii Secretarial Duties
 - 1 keeping/sending minutes for each meeting
 - 2 updating project chart
 - 3 saving emails
 - 4 keeping folders of ARC requests and correspondence
2. Board Updates (Lynda)
 - a) Meeting with Anchor Management
 - i Agreement to approve pre-approved Delasol exterior paint color requests immediately (those with Intent to Paint forms)
 - 1 Upon receipt of an email form Anchor Mgmt., any ARC member can respond with approval.
 - 2 Upon approval, Suzy to add updates to Project Excel Chart.
 - 3 Lynda to discuss a Dropbox or Google Doc to keep a constantly updated chart in for more expediency and transparency.
 - a All ARC members, Kevin from Anchor, and Lynda
 - b) Board Liaison discussion
 - i ARC agreed that Lynda (ARC liaison) is free to receive full transparency from the ARC without any conflict of interest regarding Board/residents.
3. Current To-Do's

- a) Agreement to make decisions on pending approvals via email
- b) Agreement to discuss the scheduling of future ARC meetings via email
- c) Agreement to update "anticipated date of initiation" on all ARC forms with concrete project dates
- d) Discussion of comprehensive ways to notify residents of ARC rules and regulations
- e) Agreed to retire original Centex colors
 - i To be reflected in website
 - ii Note: Should residents be informed, otherwise?

4. Approvals

- a) To be discussed and agreed upon via email
- b) Plan is to approve quickly for pending, and approve future requests at upcoming meeting (First Wed. of October)

CONCLUSION | Meeting adjourned at 7:10 p.m.