

Villa Monterey IV – Resort Park Association
Board Meeting Minutes
April 19, 2024
11:00 A.M.

Meeting held at the Clubhouse and Zoom

Board Members Present:

Erynn Crowley, President
Brett Wilson, Vice-President
John Galati, Treasurer
Jean Tyseling, Secretary
Tammy Vogel, Social Director
Debra Lentz, Real Estate Director
Mike Flamini, Facility Management Director
Bob Kirch, Member at Large

Members Absent:

Liz Boyle, Director of Architectural Review

Call to Order –Erynn Crowley called the meeting to order at 11:00 A.M.

The purpose of this meeting was a work session on the gate installation/key card roll out.

Status on timeline for installation of gates and security system discussion.

- First week of May for gate install, key card system to be installed as soon as gates are finished.
- Current keys will still work until new key card system is tested and ready to be passed out.
- New card keys will back up to the cloud, similar to Constant Contact.

Post installation testing process/timeline discussion.

- Security system will be tested and verified before we start handing out key cards.
- Will not be able to access with new key cards until we go live.
- Each key will be numbered and assigned to an address.
- Once approximately 50-60 key cards are passed out, Homeowners will be given a few weeks' notice and then we will go live.
- The current lock will be changed and Board Members will be given a key for the new lock to override the electronic lock.
- New locks for Clubhouse and gym will have a push button lock with a 4 digit code. Code will be given to everyone with a key card.
- We currently have 300 key cards that are programable which were included in the original cost of system.
- Warranty start date to be verified.

Key Card Details and Rollout discussion.

- Board members should be responsible for handing out key cards and updating the system.
- Cost of Key Cards discussion- A motion was made to make first key card per property free and thereafter \$25.00 each, limit of two cards per property. Lost and replacement cards \$25.00 each. Motion failed.
- Continued discussion for cost of key cards.

- A Motion was made and passed that current Homeowners would receive one free card, each additional card \$25.00 each, Limit of two cards. New Homeowners after date system goes live pay \$25.00 for each card, Limit of two cards. Lost and replacement cards are \$25.00 each.

Card distribution/Homeowner education/training discussion

- Homeowners must pick up cards.
- Reminder handout will be given with the key cards.
- Reminder to Homeowners that if they have a violation, delinquent assessments, fines or penalties we can restrict their access to the Clubhouse grounds.
- A motion was made and passed when Homeowner picks up their key card they will be given a one page reminder of Villa Monterey IV Rules and Regulations.
- Bob K. will put reminder letter together.

Monitoring of cards once distributed.

- To be determined when we have more information.

Timeline/Schedule for card rollout.

- Estimate of possibly June 1st.

Adjourned: 12:30 P.M.

Submitted by: Jean Tyseling