

Salem Square Board Meeting

February 23, 2022 at 6:31pm

A. Roll Call- Present were Adrienne M. Blair, President; Morgan DeNoers, Vice President; Kristin McTavish, Secretary; Courtney Varble, Member at Large; Co-Owners: Winnie Miller and Barbara McGee

B. Building and Grounds Report

1. Work orders submitted paper and online at Salemsquarecondominiums.com
2. Reminder **Do NOT** fill sinks during water shut-off dates which are on Monday and Fridays/ entire quad could possibly be affected.
3. Bdry to start in 4 weeks; flooring currently being repaired due to old flooding issue in A1
4. ACME cut down tree by G and H building
5. Waiting on estimate for new dumpster enclosures

C. Treasurer's Report-Tom

1. Republic Bank Checking \$99,547.25/ Park Community Credit Union Savings \$17,000.08/ First Financial Reserve Funds \$158,856.59
2. Co-Owners will be notified when HOA fees are 30 days past due and liens can be placed 60 days past due. Late fee invoices will be sent out
3. ACH deposits prevent delinquencies that occur due to paying incorrect fees, non-payment, bounced checks, and because people forget. It's important to keep the accounts up to date.
4. Set up ACH deposits. You can do this at salemsquarecondominiums.com. Go to menu/ amenities tab/ HOA Auto pay form. Fill out the form, attach a voided check and slip them into the mailbox at the entrance of E13-E16 or in office door slot.

D. Landscape Committee- Residents in first floor units must abide by the rules and regulations regarding individual flower gardens. Furniture is not allowed outside patio, this includes statuary, bird feeders/baths, flags, stepping stones.

E. Old Business

1. To reserve the clubhouse first check availability on the calendar outside of the office. You can submit your request to the Clubhouse Coordinator Courtney Varble via phone call, text or email at (901)592-9048 or Varble.Courtney@gmail.com. Reservations are for 24 hrs. Key will be given 24 hrs in advance. Please return key to office slot after cleaning and locking up.
2. Trash pick-up is every Tuesday. Recycling pick-up is every other Friday (2/25, 3/11, 3/25). Do not bag recyclables/ Loose recycle only/ Break down boxes/ No glass recycle. Take glass to Mary T. Meagher recycling center or some other Metro recycling location. **We do NOT recycle plastic bags or glass of any kind.** All plastic bags, plastic packaging, mail-sleeves with bubble wrap, liners from cereal boxes can be bundled and taken to Kroger.
3. Pet owners please be sure dogs use the bathroom around the perimeter of the grounds. We've had increased reports of dog feces especially at the dog parks. Please be courteous and pick up after your pet.
4. Do not throw cigarette butts on the grounds-be sure to pick up after your family and guest who are not aware this is not permitted.

F. New Business

1. Garden violators to be emailed/mailed notices to rectify...Fines to be administered from \$50-100.
2. Parking in front of D and H building is limited, please be courteous with parking especially if you have more than one vehicle
3. HOA fees have been added to common areas and can also be found in the master deed online at Salemsquarecondominiums.com
4. Volunteer needed to distribute welcome packets to new residents
5. All Minutes going forward will be emailed unless paper copy is needed, notify the office or a board member if a paper copy is needed.

Meeting Adjournment- 7:28 pm

