**Standards Committee Meeting Minutes**

**Date: Nov. 3rd, 2021**Note that meeting was postponed to the 3rd instead of being held on Nov 2nd.

# Welcome

# Two new Standards Committee Members introduced: Brenda Nuhfer (Woodmoor council) and Raja Staggers-Hakim (Town Home council). Both members were approved during the October board meeting.

# Homeowners Forum

A Unit Owner (UO) asked about action being taken about violation at 334 Mercer Lane but this was already part of existing business discussion in the agenda.

There was a suggestion from a UO whether the SC could set deadlines for the Property Manager but SC told him that the committee has no such authority over Elite.

One UO asked for a quick overview of the AAI process which Jill explained.

# Approval of Minutes

Minutes from October 5th meeting were approved. Sainath will send to Peter to post on the Walden Woods website.

# Old Business

1. There have been no volunteers yet from the Ridge and Village councils to participate in the Standards Committee.

2. Jill checked the entries in the Unit Color chart for the Ridge and has made required corrections. This chart will be posted on the Walden Woods website and a link sent to all residents. Jill also gave a background about the need for the color chart.

3. UO at 15 Rhodora has removed all decals affixed to exterior of the van. The van does not have a commercial plate. SC member mentioned that the van has not been seen for a few weeks. The van issue is considered as resolved.

4. PM met the UO at 334 Mercer and reviewed the situation. UO has removed most items. Some items will be moved into UO’s fenced area. UO is requesting Bird bath be allowed to be tucked away in the rear corner of unit. SC approved this request (across Nov 8th & 9th)

5. There was a reminder to all attendees that the SC is not the landscaping police. If a unit owner sees a violation of standard, they should report it to the PM. The PM does drive around weekly on the lookout for obvious violations.  
  
If the PM sees a violation of standards, a letter will be mailed to the UO. If the violation is not corrected within timeframe mentioned in the letter, it will get referred to the SC for confirmation of violation and fine recommendation. The board has the final say on the matter of fines and any punitive action.

# New Business

1. The idea of having a generic email address for the SC was discussed. Members liked the idea but expressed concern about getting overloaded with email. Everyone agreed to test-driving the idea. SC will get the writeup that was used for a similar effort with Village council. It was also agreed that email sent to the new generic email address will get forwarded to the SC chair.

2. AAI updates:

This is 1 pending AAI. We are waiting for updated insurance information.

3. KiritP agreed to be the AAI coordinator. BrendaN has agreed to be the chairperson for SC. Jill provided an overview of the roles and responsibilities of the SC chairperson. Kirit will contact Marylin to further understand the AAI coordinator role.

# Other Notes:

The SC Coordinator will always work with Elite and never contact the unit owner.

The next SC meeting will be on Dec 7th over Zoom