

APPROVED



Board of Directors Meeting – October 19, 2022
Via Webex Platform

BOARD MEMBERS PRESENT: Gayle Lopez, President; Matt Wood, Vice President; Dan Sturmon, Secretary; and David Light, Treasurer

ABSENT: Joe Affinati, Director; Ted Dann, Director and Robert Feltes, Director

GUESTS:

FIRST SERVICE RESIDENTIAL: Barbara Daoust, General Manager and Priscilla Harris, Assistant Community Manager

I. PRESIDENT REMARKS

Gayle Lopez explained that SmartWebs is a third- party software for architectural submittals made by homeowners. The cost of \$20.00 per submission which has been passed onto the association, the board has agreed to absorb the expense. It is anticipated that the fees associated with SmartWebs will cost the VCA approximately \$12,000 per year. This will provide more efficiencies to the processing of requests.

II. CALL TO ORDER AND ADOPT AGENDA - The meeting was called to order by Board President Gayle Lopez at 3:00 p.m.

A motion was made by Gayle Lopez and seconded by Dan Sturmon to approve the agenda. Motion passed unanimously.

III. OVERVIEW OF SMARTWEBS

Priscilla Harris, Assistant Community Manager presented the software that will track architectural submission by homeowners.

The association processes over 600 submittals per year. The software features include automatic replies to homeowners on the status of their submission and contains the details of the modification and status of the request.

IV. NEXT MEETING

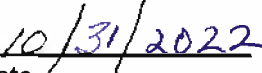
The next General Session Meeting is tentatively scheduled for Thursday, October 27, 2022, at 5:30pm.

V. ADJOURNMENT

The meeting A motion was made by Matt Wood and seconded by Gayle Lopez to adjourn the meeting at 3:37 p.m.



Vistoso Community Association Secretary



Date