

**Board of Directors Meeting
Minutes of February 10, 2016**

Present: Kim Stowell, Jennifer Tobin, Thorman Jerry, Andrea Talavera (Manager), Tom & Carm Calhoun

The general session was called to order at 7:09 pm by President Kim Stowell.

Reschedule Annual Meeting

- Quorum not reached, Meeting will be rescheduled for March 16, 2016 (6:45pm sign-in, 7pm start), Andrea will mail out notices 2/24/16 with notice that each reschedule costs the HOA money.

Open Floor for Residents in Attendance

- Neighborhood issues discussed – parking of commercial vehicles, trash company issues, neighborhood lawn care, residents failing to recycle, driveway maintenance, jake-braking (check with new supervisor (Ruth Anderson on status of legislation)
 - Tom & Carm Calhoun volunteer to head working group to eliminate/reduce commercial vehicles in neighborhood
 - Majority of concerns are beyond the scope of the HOA documents and need to be reported to PWC non-emergency police or neighborhood services for control
 - HOA can address in upcoming newsletter
- Carm Calhoun volunteered to place sandwich board & flyers (produced by HOA) prior to rescheduled annual meeting

Review of Meeting Minutes

- Kim motions to approve, Thorman seconds. All concur, motion carries.

Audit Issues

- Discrepancies in 2013 and 2014 audits were discovered pertaining to unauthorized bad-debt write-off and overpayment to Meadow Farms. Andrea has reached out to SCS for assistance in clarifying these issues. Will need to follow-up to ensure they are resolved.

Pet Stations

- Review of 3 contract proposals received
- Kim motions to accept contract from Poop 911 for 3 months (@ 3% discount) at the monthly pick-up rate. Jen seconds, all concur. Motion carries.

- Current contract with DoodyCalls requires 60 day notice. Andrea will send via mail, email, fax, and certified mail.
- Request that Poop911 monitor and inform the board if certain/all stations require increased maintenance during warmer months.

Landscaping

- Review of 3 contract proposals received. (Meadow Farms \$11,800, Davey \$15,000, Premium \$4,900)
- Kim motions to accept Premium contract proposal with additional optional services of seasonal color (depending on price) and core aeration/seeding. Board will finalize vote via e-mail once final price is established.
- Requested for Andrea to ask if they are willing to offer residential services at discount price.

HOA Website

- Thorman is in contact with Robert Gatewood for site development. Would require \$1000 retainer to build site (could potentially carry us over of several years)
- Kim requested if he could provide us with an estimate of how much the initial build will cost and average yearly maintenance costs.

Architectural Guidelines

- Need to determine who (HOA/PW County) is responsible for sidewalks. Can HOA require residents to shovel sidewalks (legal)?
- Jen will work on wording to add temporary pool guidelines to A.G.
- Jen motions to reduce A.G. application fee to flat \$5.00 as new management no longer charges for this service. Kim seconds, all concur. Motion carries.

The meeting closed at 9:08 pm.

Action Items:

Kim – Follow-up audit issues, send 2015 budget to Andrea

Thorman – continue working on new website development

Jen – make AG revisions & send out to board

Andrea – send out annual meeting notices, follow-up on solar lighting proposals, update board on status of audit issues, send termination notice to DoodyCalls/accept Poop911 contract starting 4/1, determine sidewalk responsibility, obtain seasonal color optional service price from Premium