

AGENDA FOR IMPROMPTU GET TOGETHER FOR BOARD MEMBERS

JAN 30, 2023

Meeting called to order at 6:18pm

Attendance:

Tina Battisini, President
Walter Lundeliusii, Vice President
Lisa Maier, Secretary
Linda Cutting, Member-at-Large
Marta Buker (Guest)

Absent: Aiden Noonan, Treasurer

1. Approve Minutes for December Meeting
 - a. Moved to next meeting so Board can review prior to approval
2. Introductions
 - a. Board introduced themselves to one another.
 - b. Discussed Board roles
 - c. All present Board members completed Board Member Certification form and provided to Secretary
3. Reconciling Finances
 - a. Discussed outstanding bills
 - b. Discussed outstanding fees from 2022
 - i. It has been brought to the Board that some individuals are listed as not paying 2022 fees have in fact paid, this matter needs to be resolved
 - c. Discussed outstanding dues for 2023
 - i. Need to send letter to property owners who haven't paid to collect HOA dues with late fee and interest any outstanding dues
 - ii. Currently collected 8,801.50, however one property owner overpaid by \$732.01, money needs to be returned to that property owner, leaving current HOA fees collected at approximately 64% of total (\$12,634.20)
 - iii. Also noted, after 3 years of non-payment need to send to collections via lawyer.
 - iv. Homeowners list needs to be reviewed so it is accurate and up to date.
 - d. Discussed pond management and need for special assessment to cover cost of bring pond up to code.
 - i. Lisa to draft letter to current pond management company, Solitude, 45 days prior to end of contract (May 1st) to stop all services and terminate services.

- ii. Discussed new pond management company Crosscreek Environmental, Inc., cost of pond maintenance was estimated at 1,440 annually (\$120/mo)
 - iii. Discussed current estimate to bring pond up to code and fix major issues (e.g., collapsed inlet on the north side, erosion), estimate needs to be redone. Walter to coordinate new estimate.
 - iv. Discussed need for special assessment to cover cost of restoration to be divided into two payments over two years.
 - v. Discussed need for a meeting to discuss pond and special assessment with entire HOA, will be planned for March
 - vi. Discussed that some easements that provide access to the pond have been blocked and the Board needs to send letter to homeowners adjacent to drainage easements on the pond to let them know any fences or structures that have been constructed within the easements need to be removed by the homeowner within a given timeframe or will be removed by the HOA and the homeowner will incur the cost of removal. Lisa to draft letter and provide to board for approval prior to sending via certified mail. Properties include:
 - 1. 1493 Dandelion Dr.
 - 2. 1503 Dandelion Dr.
 - 3. 1653 Clover Cr.
 - 4. 1657 Clover Cr.
 - 5. 1673 Clover Cr.
 - 6. 1679 Clover Cr.
 - 7. 1687 Clover Cr.
 - 8. 1691 Clover Cr.
 - 9. 1739 Clover Cr.
 - 10. 1743 Clover Cr.
 - vii. Also noted, permit for pond expired on September 8, 1994
4. Select meeting dates for future Board meetings via Zoom
- a. Board discussed setting a recurring meeting (e.g., third Thursday of every month). Discussion was placed on hold so all Board members could provide schedule.
 - b. Board discussed holding future meetings via Zoom, and the need to purchase a Zoom subscription.
 - c. Motion to purchase Zoom subscription made by Walter, 2nd by Linda, Approved by all present.
5. Transition and exchange of Board records and responsibilities
- a. Linda and Marta to review historic files and transition to appropriate Board members.
6. 2023 Goals
- The Board discussed goals for the upcoming year, which included:
- a. Getting the Pond up to code
 - b. Street and sidewalk repair

- c. Addition of speed humps/addressing speeding in the neighborhood
- d. Community events

Adjournment

Motion to adjourn, Tina

2nd, Linda

Approved by all present

Meeting concluded at 8:20p