

April 25, 2011 Board of Directors Meeting

In attendance: Kirby Duncan, Derick Brice, Sara Redfield, Pat Bauccio

The March meeting minutes were read and accepted.

### **Treasurer's Report**

There were about \$800 in expenditures this month (however, Pat has not gone through and balanced/tallied everything so this is just an estimate). Expenditures included prizes for the egg hunt, administrative supplies and the website domain registration. We need to check to see if we need to order new checks or if there are still some left over. Kirby needs to be added to the account as there needs to be 2 signers. Pat and Kirby will go to the bank on May 7<sup>th</sup> to take care of this. We need to update the bank and insurance company with the new board members. Sara will check to see what was done last year in regards to this. There are still 2 homeowners that have not paid their dues despite being sent a letter a few weeks ago outlining the outstanding balance including late fees and interest. It was agreed that the attorney will send a letter to the homeowners if their dues are not paid in the next week.

### **President's Statement**

The following is the President's Statement regarding the Scope of Board Focus. The following was discussed in detail during the meeting and the Board is in agreement that it should focus on the 2 items listed below. The subcommittees need to be the ones spearheading social events and safety/security activities, not the Board. The Board will fully support the subcommittees and help them with advertising events through the website and providing them budgets to accomplish events, but it cannot spearhead events as it detracts from the legal and fiduciary duty of the board.

#### **I. FIDUCIARY RESPONSIBILITY TO THE ASSOCIATION.**

- a. Ensure collection of homeowner's dues.
- b. Oversee and direct the expenditure of homeowner's dues in accordance with the Bylaws and best interests of the homeowners.

#### **II. TO ENFORCE THE COVENANTS CONDITIONS AND RESTRICTIONS OF THE H.O.A.**

We are all busy with full time jobs and family responsibilities. I view my role as keeping us on task so that we don't get side tracked on special projects or ancillary tasks that deviate from the main mission of the board.

**Social Committee.** This is not our main focus. If homeowners want to be involved, we welcome and encourage their involvement, however this falls outside of the main mission of the Board. We will continue to support the Social Committee in it's activities such as welcome baskets, annual yard sale, community clean up, Easter egg hunt, etc.

**Safety and Security.** This is not our main focus. If homeowners want to be involved, we welcome and encourage their involvement, however this falls out side of the main mission of the Board. We are certainly concerned with safety, and will notify residents of anything we hear relative to this topic. We will provide support to the Safety and Security Committee (when active). The Board is not a body that is designed to ensure, promote or enforce Safety and Security matters.

**Newsletter.** The Board established a website that is actively maintained. We have, and will continue to promote its use. <http://rooseveltridgehoa.org/>. A printed newsletter would be superfluous and dilute the website's usage. Further, the amount of time to write, edit and print a newsletter is considerable. Further, the Board would have to take time to further edit and approve the contents before a newsletter is published. Further, newsletters are discoverable in court. I do not support the added liability of having a website and newsletter. The Board is a volunteer organization, and adding to the complexity of its duties by duplicating a task is not something I can support. In short, the website is full of pertinent information including community alerts, Board meeting minutes, copies of the Bylaws and CC&R's etc. This meets the definition and spirit of keeping the homeowners informed.

#### **Old Business**

- 1) Special community meetings to discuss the proposed Schedule of Fines - The Board needs to pick a date and formulate a plan. It was decided that the Board would hold a series of working meetings, starting on June 20<sup>th</sup> at 7pm and then continuing on June 27<sup>th</sup> at 7pm at Pat's house. More meetings will be held if necessary to accomplish the task of re-working the schedule of fines with community input. It was also decided that all homeowners interested in participating must attend the first meeting as all other meetings will build off of it. Kirby is going to put together an agenda and advertising flyer.
- 2) Cisterns – Pat is going to obtain a copy of the as-built from the County so we can complete the cleaning.
- 3) Reserve Study – Pat is going to look at the checking and contract history to formulate a list of items that the HOA spends money on. A quick brainstorm resulted in the following list of expenditures that need to be projected:
  - a. Insurance deductible
  - b. Cistern/sewer cleaning
  - c. PSE easement maintenance
  - d. Insurance premium
  - e. Street maintenance
  - f. Maintenance of entry signs and garden area
  - g. Attorney fees
  - h. Landscape maintenance
  - i. Retention pond maintenance
  - j. Fence maintenance around ponds
  - k. Maintenance of drainage ditches that run behind lots 31 and 32 and along side lot 51

Kirby is going to verify that the catch basins do in fact need to be cleaned out, but it is the Board's understanding that since all drainage flows to the retention ponds owned by the HOA it is the HOA's responsibility. Pat is also going to contact the County regarding the pothole that is forming in front of the mailboxes on the small side. Kirby will look into the possibility of placing "No Outlet" signs as well as becoming a gated community.

- 4) Enter ratified CC&R Amendment into public record – Kirby is going to look into the next step which is recording the amendment with the County.
- 5) 2011 Goals – The following were discussed and agreed to be the Board's goals for 2011:
  - a. To continue to increase communication between the Board and subcommittees and between the community and the Board through an open door policy, transparency and the launching of a neighborhood website and other measures.
  - b. To complete a reserve study analyzing the Association's future financial needs and ensure that the Association can meet those needs.
  - c. To create a focus group to analyze the proposed Schedule of Fines and have a final version to be voted on at the 2012 Annual Meeting.
  - d. Put the new CC&R Amendment into the public record.
  - e. To continue to encourage community members to be good neighbors. We are neighbors first, Association members second. There is no better substitute than to resolve issues as neighbors. Not all issues will have Association implication.
  - f. To continue to encourage and promote volunteers and participants in community events.
  - g. To place "Neighborhood Watch" signs and initiate a phone tree for emergency purposes.
- 6) Yard Sale Date – The Board needs to have a meeting with the social committee and task them with handling the details for this event.
- 7) Landscape contract – Pat is going to work on getting a new contract in place with All Weather Landscape. The new contract will include the retention ponds and ditches and will get a bid on the PSE easement.
- 8) ACC – Derick is going to contact the ACC re attending our next meeting to discuss current violations, etc.

Next meeting is June 13<sup>th</sup> at Pat's house. Meeting adjourned at 9:15pm.