

Date of meeting: 11-18-10

Location: Conference call

Convened at: 6:32 PM

Members present: RL, DM, CG

Absent: CL

Non Members present: ST

0. Review agenda:

1. Consent Agenda:

a. Oct 21, 2010 Board Minutes

Minutes of the last boards meeting are attached for your review and consideration to accept. The minutes include action items.

Motion to approve by: DM

Second: RL

b. Action Item Review:

1. DM asked ST to check on lots 34, 39 for outstanding violation/details. Also requested ST research the balance on Lot 2 for informational purposes. **Done.**
2. RL to purchase paint for fence and organize work party to complete fence repair. **Still active.**
3. CL to provide a format for financials to Dan for review, and DM will adjust and discuss changes with ST. **Still active.**
4. RL to compile a directory from questionnaires and from May meeting and send it to HOA Board. **Still active.**
5. CL will attempt to contact Ron when he sees him out in the neighborhood and provide him with the form needed to change ownership of domain for website to the current board. ST will send any info from invoices that may be helpful to CL. **Still active.**
6. CL will create a new board email through Comcast.net to allow homeowners to contact the board. **Still active.**
7. RL to double check the CC&R's to see what the homeowner obligation is. **Still active.**
8. RL to hand out Friendly Reminder for lot 33 and 30 regarding tree in front lawn overhanging sidewalk blocking walkway. **Still active.**
9. CG will take over website management, with help from other board members as needed. **Done.**

10. Fall 2010 Newsletter RL to write and distribute Oct/Nov. RL to include in newsletter CC&R Amendment vote info and open board seat. Also Neighborhood Directory Newsletter will include request for info from those interested in email updates. RL to include request to home owners to trim their sidewalk trees in order to help keep community costs down. **Still active.**
11. RL to go to PO Box and pick up mail, and close account. **Still active.**
12. ST will send letter to lot 18 approving project as described above. **Approval letter went out 10/25/10. Done.**

3. Budget & Finance Report/Review

Review of Financial Position

The following statements have been internally prepared and reflect accrual accounting.

Balance Sheet for October 31, 2010

The balance sheet shows the Association's financial position on the 31st of October this year. The checking account cash balance is \$25,125.38 plus \$10,201.34 in reserves plus \$9,409.11 in receivables for a total of \$44,735.83.

Motion to approve by: RL

Second: DM

4. Management Report: ST responded to one residents concerns multiple times.

5. ACC report: Common area terrace request by Lot 18 approved. ST sent letter 10/25/10.

No other concerns/follow up.

Ongoing Business:

A. Delinquent HOA Dues:

ST to draft letters to the four lots owing over \$600 that they must pay by 12/31/10 or be taken to small claims court.

The lot currently in foreclosure will likely result in payment of some but not all delinquent dues. ST working with lots new agent to as needed.

Previous presidents assumption that liens ensured we got paid 100% of delinquent dues in foreclosure is proving not true.

B. Fall 2010 Newsletter RL to write and distribute Nov. CG to post Summer 2010 newsletter to website. Future newsletters will be posted as well.

New Business:

None

Motion to adjourn by: DM

Time adjourned: 7:20

Action Items:

1. RL to purchase paint for fence and organize work party to complete fence repair.
2. CL to provide a format for financials to Dan for review, and DM will adjust and discuss changes with ST.
3. RL to compile a directory from questionnaires and from May meeting and send it to HOA Board.
4. CL will attempt to contact Ron when he sees him out in the neighborhood and provide him with the form needed to change ownership of domain for website to the current board. ST will send any info from invoices that may be helpful to CL.
5. CL will create a new board email through Comcast.net to allow homeowners to contact the board.
6. RL to double check the CC&R's to see what the homeowner obligation is.
7. RL to hand out Friendly Reminder for lot 33 and 30 regarding tree in front lawn overhanging sidewalk blocking walkway.
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9. RL to go to PO Box and pick up mail, and close account.
10. ST to draft letters to the four lots owing over \$600 that they must pay by 12/31/10 or be taken to small claims court.
11. ST to research at what bank second CD resides.