

## Board of Directors Meeting

April 3, 1:30 pm

24 Leapfrog Green

- ❖ Call Meeting to Order: Meeting was called to order at 1:35 pm. The following members were in attendance: Michael Mosher, Dave Rossi, Deb Drayton, Courtney Kenady & Jennifer McAtamney.
- ❖ Approval of BOD Minutes for February Meeting
  - M/S/P: Mosh/David – 4-0
- ❖ Finance
  - Approve bills and sign checks: approved and signed.
  - Review & approve finance budget to actual
    - Jennifer will correct the budget to fix the transposed snow removal numbers.
    - M/S/P: Dave/Courtney – 4-0
- ❖ HOA Hot Issues:
  - Faulkner Permit with the forest service how to proceed.
    - We will share info with the neighborhood as it becomes available. The HOA board can take a stance with any public comment etc... Tabled until we hear more.
  - Poop Loop – People are now leaving bags at the stations on open space.
    - Send out a notice with the next email.
  - Bus stop & Community Building Out Reach
    - How to reach out = we are considering using posters at the ends of the alleys and email and evites blasts to direct people to the website to review it. Mosh will provide the materials; Jennifer will put it on the website.
  - Nick Truitt - DRC Issue with the window that was installed. This window has been replaced with the original vent. We believe this issue is now closed.
  - Rodeo Dr Improvements:
    - Courtney passed out the summary she has assembled for the board to review.
    - We are going make a new page on the website called hot topics and will put this up on that page. This page can also be used for Community Building and bus stop concepts.
  - Committee Recruitment: Finance, Rules and Regs and two members for the DRC.
    - We have two members who have already stepped up on this.
    - Dave is happy to head up the bidding committee.
    - Mosh and Jen will work on the rules committee.
  - Email and Google Groups – See Dave’s post to google groups
    - New addresses for all officers will be set up and we will still use Google Groups.
    - We will also set up an alias and put it on the website.
  - HOA computer –
    - Let’s move to an automated. Iback up with an automated back-up, Amazon has a new back up cloud as well.
  - Meeting Minutes: We will switch to old business vs. new business.
- ❖ Enforcement Issues:
  - 89 Midnight Sun – tires in the parking pad.
  - BWS: Trailer in parking pad.
- ❖ Budget Decisions:
  - Landscaping Contracts for Summer Season – going out to bid and scope of services
    - Jen will send Dave the landscaping schedule and matrix that we used last year.
- ❖ Policy Decisions:
  - Plan for creating new enforcement procedures

- Mosh & Jennifer will work on this using the rules and decs as a foundation and work with a committee over the summer. We will present to the board, have legal review and finally present at Oct meeting for Adoption in March of 2014. Tabled until presented again
- Final Board Comments:
- ❖ Meeting Adjournment:
  - M/S/P: Dave/Courtney 3:26 pm

*Board of Directors Meeting  
February 20, 1:30 pm  
24 Leapfrog Green*

- ❖ *Call Meeting to Order: The meeting was called to order at 1:36 pm. The following members were in attendance: Dave Rossi, Deb Drayton, Courtney Kenady and Michael Mosher via phone. Jennifer McAtamney was also in attendance. Courtney had to leave at 3:15 pm.*
- ❖ *Approval of BOD Minutes for December meeting & Retreat*
  - *M/S/P: Dave/Courtney – 4-0*
- ❖ *Conversation with snow removal people:*
  - *We thanked Jason Chermosky from coming and have a better understanding of what it takes to clear the neighborhood each year.*
  - *Mark Swanson was unable to attend and will not be bidding on the contract for the neighborhood again next year. He will complete this contract for this year.*
- ❖ *Finance*
  - *Approve bills and sign checks: Approved.*
  - *Review & approve finance budget to actual:*
    - *M/S/P: Deb/Courtney – 4-0*
- ❖ *HOA Hot Issues:*
  - *Faulkner Permit with the forest service how to proceed.*
    - *We will share info with the neighborhood as it becomes available. The HOA board can take a stance with any public comment etc... Tabled until we hear more.*
    - *Poop Loop - any updates on possible plans*
      - *We are going to take out the receptacles and only provide the bags supported and filled by volunteers. Jen will ask Brian Hume to take those down.*
    - *Bus stop: updates on the bus stop. From Mosh: There is not any room at the top of the neighborhood. They are looking at bringing the bus into the neighborhood using Bridge and Logan. If the board is supportive of exploring this we can start doing outreach to the affected neighbors. The board is supportive of reaching out to the neighborhood.*
    - *Nick Truitt - DRC Issue with the window that was installed. Nick has been notified that his window has to be treated to be made opaque. The DRC continues to work with him on this issue. We will update you if we need additional action by the board.*
    - *Rodeo Dr Improvements: Courtney presented the 4 concepts with initial draft budgets that they will be presenting to the neighborhood.*
- ❖ *Enforcement Issues:*
  - *Delinquent Dues: Collection priorities, amnesty program and additional thoughts on this.*
    - *Deb & Jen proposed creating an amnesty program. This will allow board to waive late fees and interest if dues are paid up or there is a signed payment plan by June 1. Following that time late fees and interest will be enforced following our payment terms. Deb also proposed that Jennifer attend a webinar detailing best practices for HOA Collections.*
    - *Motion to approve the proposed program and Jennifer attending the class*
      - *M/S/P: Courtney/Deb – 4-0*
  - *Payment agreement for Kirkhoff*
    - *The board agreed to the terms provided. Bill will be the first recipient of the payment plan after review by board and WBHT.*
- ❖ *Budget Decisions:*
  - *2013 Budget for adoption*

- *The draft budget was presented based on last year's level of services This budget provides only minimal contribution to reserves. This is a concern for the board. They requested that Jennifer present a new budget eliminating 10K from landscaping, as well as budget dollars allocated to storage and events. They directed the events dollars to be put back into landscaping and moving the \$10K from Landscaping and 9 month of storage costs into landscaping. When completed Jennifer will post on Google Groups for the Board's final adoption.*
- ❖ *Policy Decisions:*
  - *Plan for creating new enforcement procedures*
    - *Mosh & Jennifer will work on this using the rules and decs as a foundation. We will present to the board, have legal review and finally present at Oct meeting for Adoption in March of 2014.*
  - *Final Board Comments: none*
- ❖ *Meeting Adjournment: 3:46 Pm*
  - *M/S/P: Dave/Deb – 3-0*