

Board of Directors Meeting
Agenda
May 7, 2014 1:30 pm

- ❖ Call Meeting to Order: 1:36 The following members were in attendance: Courtney Kenady, Tom Bailey, Emily Lutke, Ron Schuman & Jennifer McAtamney
- ❖ Approval of BOD Minutes for March:
 - M/S/P: Courtney/Ron – 4-0
- ❖ Old Business:
 - Confirmation of goals and projects for 2014
 - We would like to hold a Beautification Day or Month, including a flyer asking if neighbors want to do their own green maintenance painting.
 - Jennifer will add an Event Calendar Page to our website. This will include HOA meetings, garage sale, gold run rush, perhaps a second garage sale, DRC schedule, Beautification Day, etc.
 - Neighborhood Picnic/Celebration after Rodeo Picnic area is completed. - We will need to wait on this to see how the schedule will goal.
- ❖ New Business:
 - Elect officers for 2014-2015 Term
 - Secretary: Courtney Kenady
 - President: Tom Bailey
 - Vice President: Emily Ludke
 - Treasurer: Ron Schuman
 - Finance
 - Approve bills: Approved
 - Actual to budget
 - ◆ M/S/P: Tom/Courtney 4-0
 - Project: We want to look at rules for campers, trailers and toys, renters, and review our fine and notice structure for any changes. This will be a project for July, to be adopted by the board initially and presented and accepted by the neighborhood at the October meeting. There was some thoughts that since things are working relatively well that we should not do much.
 - Snow removal – season recap
 - Given the tremendous amount of snow this season we feel that Brian Hume and his crew did well especially since it was the first year he has plowed here. Shoveling was normal. They started out strong and at times under heavy snow times really struggle. This has been the case for a number of years now. We will continue to seek other contractors.
 - If you have damage from plows please send issues to Jen so she can examine them and work with Brian or put them on the HOA list for repairs.
 - Landscaping for summer
 - Review bids provided. See attached document: We are going to cut out mulch, only fertilize one time and also cut out deep root feeding for the maintenance contract. This brings is back to \$15,005. We want to be conservative with this budget so we are cutting out items until after initial irrigation work is done. Depending on finance we would like to add these items back but is not essential. We have unanimously selected Thetford and Summit for our contractors.
 - Drainage Swale that is experiencing blockage. We need to correct this prior to run off, per the covenant agreement. This is still a developer responsibility and Dan is going to take care of the

issue currently. In the future this will be turned over to the HOA and Dan is going to share the costs of the clean out with us for future budgeting.

- ❖ Final Board Comments: Ron – this is wonderful... wonderful – thanks for the great meeting.
- ❖ Schedule a walk thru day: June 5th at 3:00 pm
- ❖ Meeting Adjournment:
M/S/P: Ron/Emily - 2:56 pm

*Board of Directors Meeting
March 5, 2014 1:30 pm Minutes*

- ❖ *Call Meeting to Order: The meeting was called to order at 1:34 pm. The following members were in attendance: Michael Mosher, Courtney Kenady, and Ron Schuman. Jennifer McAtamney was also in attendance. Dave Rossi was hoping to join us by phone but was unable to.*
- ❖ *Approval of BOD Minutes for January:
M/S/P: Ron/Michael – 3-0*
- ❖ *Old Business:*
 - *Review and finalize Rfp for Landscaping 2014 Season –*
 - *Note: Leslie Debaggis has offered to come back and do the planting beds for \$4500 for the season. The board members present approve and accept her offer. Our experience is that she does a better job than regular landscaping contractors because she has a vested interest and pride in her neighborhood. Former bids for this indicate this is within the range for this amount of gardening work all around the neighborhood. This item will be removed from the RFP.*
 - *On the bid both the gabion at the guest parking areas and tree rings in central park shall be added to the beautification day and removed from the RFP.*
 - *We will send out the request for proposal based on the idea and then can cut items to align with budget if needed. Ron and Jennifer will work on this. Their efforts will include setting up a common meeting date for interested contractors and any neighbors who want to attend.*
 - *Regarding irrigation it looks like the town is going to set a permanent watering restriction schedule. We will instruct our chosen contractor to implement this.*
 - *We will send out RFP to Greenscapes, Thetford, Summit Landscaping, Neils Lunceford. If there are other contractors you would like to see let Jennifer & Ron know.*
 - *Continuation of goal setting and projects for 2014*
 - *We would like to hold a Beautification Day or Month, including a flyer asking if neighbors want to do their own green maintenance painting.*
 - *Jennifer will add an Event Calendar Page to our website. This will include HOA meetings, garage sale, gold run rush, perhaps a second garage sale, DRC schedule, Beautification Day, etc.*
 - *Neighborhood Picnic/Celebration after Rodeo Picnic area is completed. - We will need to wait on this to see how the schedule will goal.*
- ❖ *New Business:*
 - *Finance*
 - *Approve bills and sign checks:*
 - *Review & approve actual to budget 2013, review and approve Year to Date Financials*
 - ◆ *M/S/P: Ron/Michael – 3-0*

- *Project: review finance policy. – Ron & Jen will review and make recommendations to the board for our next meeting.*
 - *Bryan Scott Williams parking suggestions*
 - *The board appreciated this input but the neighborhood was not designed around cars and we are concerned that expanding guest parking will only be exasperated the abuse and congestion of these spaces. We want to also note that our power is limited in regards to these spaces because of the joint ownership by the town and the neighborhood of these areas. These spots are specified on the plat as public parking spots for guests and trail head users.*
 - *Project: We want to look at rules for campers, trailers and toys, renters, and review our fine and notice structure for any changes. This will be a project for May, to be adopted by the board initially and presented and accepted by the neighborhood at the October meeting.*
 - *Agenda Suggestions for HOA meeting on March 12th*
 - *Agenda*
 - *Review and acceptance of 2013 Financials*
 - *Construction update for Summer 2014 - Courtney*
 - *Beautification Day*
 - ◆ *Gabion project, tree ring, project, fence painting. Deck staining & trim paint will be available.*
 - *Introduction of Candidates*
 - *Open Forum*
 - *Snow removal*
 - *Brian Hume our plowing contractor stopped by and they are now at the Bridge St alley in terms of the alley widening project. Brian believes that neighbors have started getting the gist of our working patterns. The widening project is creating a lot of relief for neighbors by creating the space in the alleys. He also wants to discuss the option of re-signing him for next year or two so he can invest in some additional equipment to address the unique challenges of the neighborhood. The board members present felt he has does a great job in a very challenging winter and based on experience has asked for a written proposal for 2-3 year contract to review.*
 - *For the alley removal project they have already used up the initial \$2000 budgeted. This covered Cedar Green up to the Bridge St alley. Based on their experience it is 4 – 5 hours per alley pulling out yards and yards of snow. The remainders of the alleys are smaller, and Brian estimates it as another \$1000 to complete the remaining alleys because the bulk of the neighborhood is already completed and the upper alleys are smaller and have a little more space up there. The board members present approved this additional allocation to complete this project. They feel strongly that they need to deliver the same level of service to all portions of the neighborhood.*
- ❖ *Final Board Comments: None*
- ❖ *Meeting Adjournment: 3:12 pm*
- M/S/P: Ron/Courtney – 3-0*