

Board Meeting Minutes – October 8, 2009

Meeting was called to order at 7:07pm. Board members in attendance were Kelly Richert, Rick Wyckoff, Bill Kelley, Jeff Medeshko, and Betty Lovelace. Absent from this meeting were Cynthia Mealer, Chuck Blaha and Sharon Day.

Welcome was made to the new board members. The agenda was distributed. Betty reminded the board that the financial audit needs to be presented and discussed. This item will be added to the agenda for the November board meeting.

1. Financial update/Treasurer and Bookkeeper responsibilities - Kelly reviewed current financial status and information provided by outgoing treasurer, reviewed the financial plans approved by prior board. This review included the following information:

The board has hired Jenny Roberson, a homeowner in the neighborhood, to serve as the association's bookkeeper.

Tom Bartlett is finishing September's work, will transfer files/computer/etc. to Bill and Jenny.

Reviewed financial status and history included current bank balances and balance due on mortgage.

The board has been increasing the dues approximately 5% with the plan to increase the dues no greater than \$148.00 in order to pay off association debt. The dues can be decreased appropriately when the debt is paid off.

In May we refinanced the mortgage for 42 months. The plan was to pay off mortgage and then we would be able to begin building a maintenance fund with that monthly payment amount.

Past due accounts - Tom is still processing payments. Will put on next meeting's agenda how we want to address largest past due accounts.

2. . Pool update - Rick

Repair of decking is needed in area where coating is cracked and separated. Rick presented a repair estimate of \$900.00. Rick will schedule work pending board approval.

3. Clubhouse update - Discussion regarding the overall condition of the clubhouse. Specific areas of concern were mentioned including, missing downspout, condition of exterior doors on west side of clubhouse, condition of roof, etc. Jeff offered to conduct an assessment of the clubhouse and identify areas in need of repair.

4. Website update - Chuck no report

5. New neighbors - Betty no report

Board meeting minutes for 10/8/09, page 2.

6. Grounds - Discussed current lawn service. Discussed the current condition of the playground area, specific areas of concern mentioned included adding additional mulch under playground, presence of animal droppings in the area, questioned if we are in compliance with necessary safety measures for a playground of our type. Rick offered to gather information regarding playground safety requirements.

7. Bookkeeper

a. Responsibilities-

b. Compensation - What do we need to add her to the payroll service

i. The information required to add Jenny to our payroll service includes: SS#, name, address, DOB and we need to see if she is interested in direct deposit.

8. Newsletter items - It was asked that the numbers for the directors at large be checked as to how they are printed in the newsletter. Kelly will check that the numbering is consistent in the next newsletter.

9. New business

a. Directory is due to be updated- will plan to work on putting out a new directory after the first of the year.

Meeting was adjourned at 8:30pm.