



Jeff Artz - President
Linda Scott - Vice President
Kent Hansen - Treasurer
Ramona Becker - Secretary
Jack Jones - At-Large

2019 NOVEMBER Board Meeting
Bel Aire City Hall Library

Minutes

November 21, 2019

Call to Order and Introductions Board: Jeff Artz, Linda Scott, Kent Hansen, Ramona Becker, Jack Jones

Homeowner Attendees: Fred Shope, Carol Dreifort, Gary Young

Proof of Notice of Meeting: Website posting, neighborhood signs, emails to member list

Approval of Agenda: Approved

Approval of Minutes: Approved

Officer's Reports:

- **President's Report** – Jeff addressed the upcoming election of new officers at the annual meeting in January. He referred to his blast mail on the 10th of Nov and his upcoming remarks in the next newsletter to be sent out next month soliciting nominations for next year's board. Jeff then reviewed Bylaws Article IV Sec 1 and Article VI Sec 1 and stated as Chairman of the Nominating Committee he will place on the ballot any member willing to serve on next year's board. If there are not enough members on the ballot to fill the number of vacancies, then those members attending the annual meeting will nominate candidates from the floor prior to the actual voting. Jeff then stated he has other remarks but will be addressed in the upcoming agenda items.
- **Management Company Report** –
 - Late notices for dues were mailed November 1st .
 - Liens were processed for two different addresses that were due to expire.
 - The brackets for the Pet Memorial sign have been received from Metalcraft and delivered to James Schmidt.
 - Fall Newsletter was emailed to all homeowners. There were several returned emails due to bad addresses. We have corrected this issue.
 - Tim McLemore has sent his final revisions to the board which I have forwarded to Steve Olsen.
- **Treasurer's Report**
 - Budget Report – see budget report attached
 - Recommendations for 2020 Budget – Kent presented to board.
- **Secretary's Report** - no report
- **Vice-President's Report**
 - Welcoming New Members
 - Joni Mann on 4445 Hedgerow, Keith & Lori Kephart at 4925 N Highland
 - Linda talked to new members at 4445 N. Hedgerow and 4925 Highland
 - Directories delivered by volunteers secured by Kent
- **At-Large Report**
 - Architectural Approvals 4 need to be signed

- o 4875 N Homestead, Max and Dawn Jester – driveway extension
- o 4935 N Highland, Larry and Monica Williams – garden shed
- o 4630 N Farmstead Ct., Roger and Laurie Theis – Paint exterior of house and garden shed
- o 4838 N Hedgerow, Vicki Anderson - replace deck.
- **Report of Committees and President’s Report**
 - o Jeff gave report for Pet Memorial Committee -- Chair James Schmidt and his wife could not be at meeting. Cost to participants will be \$4 per pet name. James has installed sign post and sign will be done in a week
 - James will collect money for names of pets to be added. Contact James or Jeff to add a pet’s name.
 - A family volunteered to purchase a Malus Prairie Fire Crab Apple Tree to plant by the sign.
 - o Jeff got an email from Steve Olsen that Steve and Julie and Tony Walsh got the Christmas lights up on the front entrance.
- House and Grounds Control Committee – Linda Scott, chair
 - o Linda named Halloween Decorations contest winners
 - 1st Place - Houchin - 4864 N. Farmstead, 2nd Place – Jaquis - 4868 N. Farmstead
 - Honorable Mention - Swanson – 4700 N. Farmstead, & Jacobs - 5706 East 49th Street N.
 - o We are ready for the final mowing and trimming for the year coming up
 - o Tony Walsh replaced damaged carpet on north bridge
 - He will also sand down and repaint south bridge and add new carpet
 - o Sprinklers were turned off by Dragonfly and they submitted proposal for next year
 - o Work has been completed by Smithcon for the waterway project
 - Sidewalks repaired
 - Wheat planted on soil
- Roofing Committee – Jack Jones - no report
 - Bylaws & Covenants – Proposed Changes –
 - Discussed and no action taken.

Unfinished Business

- Smithcon/Drainage Way Updates - sidewalks repaired, wheat grass planted by Kent and Kempfs

New Business

- 2020 Mowing Bids – Mandi and Jeff said that so far we have 3 bids for mowing next year.
 - o Dragonfly is about slightly higher this year than last.
 - o Linda moved that we accept the Dragonfly bid and Jack seconded. Kent volunteered to do the weeding and mulching that would save money. Motion failed.
- Nominating committee - Nov. 20 Jeff sent a blast email to members and put an item in the newsletter asking for people to serve on next year’s board. He said he has only had one volunteer for the ballot so far.
- Mandi said the mailing for dues and annual meeting need to go out by Dec. 15. We need to send letter out prior regarding the raising of dues to \$180.00.
- Board would like another newsletter to go out in Dec. Board should send input to Mandi by Dec 13.

- Jack asked about compliance. Mandi said they have not heard from Alams. Jack asked about fines. Two homes are working with VA to get assistance to rectify issues.

Attendees' Comments - all attendee's said they thought the board were doing a good job.

Executive Session - none needed

Adjournment - Ramona moved and Kent seconded - Motion passed

Next Meeting Scheduled for Thursday, December 19, 2019 at 7:00 p.m.

Kappelmans Bel Aire Heights Homeowners Association, INC
Balance Sheet
 Transaction 11/30/2019

Assets		
<u>Cash Assets</u>		
Community Association Bank-Checking	6,382.50	
Chisholm Trail State Bank-Checking	8,726.01	
Chisholm Trail State Bank-Savings	27,015.01	
<u>Total Cash Assets</u>	<u>42,123.52</u>	
<i>Total Assets</i>		<u><u>42,123.52</u></u>
Liabilities & Equity		
<u>Equity</u>		
Retained Earnings	51,474.27	
Net Income	(9,350.75)	
<u>Total Equity</u>	<u>42,123.52</u>	
<i>Total Liabilities & Equity</i>		<u><u>42,123.52</u></u>

Kappelmans Bel Aire Heights Homeowners Association, INC
Statement of Revenue & Expense
 Transaction 11/1/2019 To 11/30/2019 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Income							
Assessment Income							
2019 HOA Assessments	0.00	0.00	0.00	35,040.00	35,200.00	(160.00)	35,200.00
<u>TOTAL Assessment Income</u>	<u>0.00</u>	<u>0.00</u>	<u>0.00</u>	<u>35,040.00</u>	<u>35,200.00</u>	<u>(160.00)</u>	<u>35,200.00</u>
Income							
Bank Interest Income	0.63	0.00	0.63	27.84	0.00	27.84	0.00
Late Fees	0.00	0.00	0.00	50.00	0.00	50.00	0.00
Transfer/Initiation Fee	0.00	0.00	0.00	1,500.00	0.00	1,500.00	0.00
<u>TOTAL Income</u>	<u>0.63</u>	<u>0.00</u>	<u>0.63</u>	<u>1,577.84</u>	<u>0.00</u>	<u>1,577.84</u>	<u>0.00</u>
<u>TOTAL Income</u>	<u>0.63</u>	<u>0.00</u>	<u>0.63</u>	<u>36,617.84</u>	<u>35,200.00</u>	<u>1,417.84</u>	<u>35,200.00</u>
Expense							
Administrative							
Management Services	803.70	826.00	22.30	7,633.30	7,811.00	177.70	8,637.00
Website Maintenance	0.00	0.00	0.00	298.52	100.00	(198.52)	100.00
Postage	19.70	58.00	38.30	220.57	638.00	417.43	700.00
Printing/Reproduction	30.47	58.00	27.53	664.76	638.00	(26.76)	700.00
Tax Prep/KS Annual Rept	0.00	0.00	0.00	60.00	40.00	(20.00)	40.00
Legal/Corporate Fees	0.00	0.00	0.00	1,915.00	2,500.00	585.00	2,500.00
Lien/Collection Services	0.00	0.00	0.00	272.00	0.00	(272.00)	0.00
Audit of Books	0.00	0.00	0.00	0.00	1,500.00	1,500.00	1,500.00
HOA Board Misc Expense	0.00	0.00	0.00	65.01	100.00	34.99	100.00
<u>TOTAL Administrative</u>	<u>853.87</u>	<u>942.00</u>	<u>88.13</u>	<u>11,129.16</u>	<u>13,327.00</u>	<u>2,197.84</u>	<u>14,277.00</u>

Capital Expenses

Playground Fund-Capital f	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00
TOTAL Capital Expenses	0.00	0.00	0.00	0.00	5,000.00	5,000.00	5,000.00

Community Events

New Neighbor/Contests	50.00	0.00	(50.00)	353.59	600.00	246.41	600.00
Annual Social	0.00	0.00	0.00	1,159.22	1,000.00	(159.22)	1,000.00
TOTAL Community Events	50.00	0.00	(50.00)	1,512.81	1,600.00	87.19	1,600.00

Insurance

Liability/ D&O Insurance	0.00	0.00	0.00	3,241.00	3,300.00	59.00	3,300.00
TOTAL Insurance	0.00	0.00	0.00	3,241.00	3,300.00	59.00	3,300.00

Landscaping

Mowing	910.00	0.00	(910.00)	6,240.00	9,300.00	3,060.00	9,300.00
Grounds & Maintenance	415.00	0.00	(415.00)	4,330.85	700.00	(3,630.85)	700.00
TOTAL Landscaping	1,325.00	0.00	(1,325.00)	10,570.85	10,000.00	(570.85)	10,000.00

Repairs & General Maintenance

General Repairs/Maintena	547.16	0.00	(547.16)	1,445.49	0.00	(1,445.49)	0.00
North Area Drainage	12,874.95	0.00	(12,874.95)	17,112.45	10,000.00	(7,112.45)	10,000.00
TOTAL Repairs & General M	13,422.11	0.00	(13,422.11)	18,557.94	10,000.00	(8,557.94)	10,000.00

Utilities

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Kappelmans Bel Aire Heights Homeowners Association, INC

Statement of Revenue & Expense

Transaction 11/1/2019 To 11/30/2019 11:59:00 PM

	Current Month Operating			Year to Date Operating			Annual
	Actual	Budget	\$ Var	Actual	Budget	\$ Var	
Electric Utilities	30.04	29.00	(1.04)	339.03	319.00	(20.03)	350.00
Water Utilities	77.22	75.00	(2.22)	617.80	825.00	207.20	900.00
TOTAL Utilities	107.26	104.00	(3.26)	956.83	1,144.00	187.17	1,250.00
TOTAL Expense	15,758.24	1,046.00	(14,712.24)	45,968.59	44,371.00	(1,597.59)	45,427.00
Excess Revenue / Expense	(15,757.61)	(1,046.00)	(14,711.61)	(9,350.75)	(9,171.00)	(179.75)	(10,227.00)