

## **Agenda**

- Call to Order; Establish Quorum; Approve December Minutes
- Landscape Committee Report
- Treasurer's Report
- Annual Meeting of Homeowners
- Member Issues and Questions
- Adjourn

Board Members Attending: Gil Clarke, Terry Farmer, Sky Gross, Chris Bigge

Residents Attending: Dave Herstedt, Landscape Committee

## **Landscape Committee Report (Dave Herstedt)**

Recent Accomplishments: Grass in Common areas were improved in 2018; Work Sheet provided weekly guidance for highest priority tasks.

- Caps placed on sign posts and protected with preservative
- New blocks installed at entrance to North Commons
- 2019 Budget Meeting with Jerry Simon, Treasurer – 2019 Budget = \$3500
- \$600 returned to HOA treasury from 2018 Landscape budget (\$3500) (spent: \$2904.41)
- December 14 – Raised section of sidewalk at Postage Stamp repaired and leveled (\$99.25 for concrete saw) by Amado, John and Dave. Cause of damage was rock/clay upheaval.
- December 21/22 – Mountain Gate broken and repaired. Tack weld still needed.
- December 28 – 160 feet of metal edging purchased (Newmark Irrigation) and 2.08 tons of red crushed fines purchased (\$479 total), for Laguna Seca improvements.
- Buy 2019 supplies: Fertilizer, Roundup, Spurge, etc.

Ongoing projects include: stump removal, two Cilantro Ln sidewalks still need repair.

Landscape Committee Issues that need immediate attention:

- Alternative payment method to Suppliers. Currently, Dave uses personal credit card and receipts are reimbursed. HOA Credit or Debit card may require significant trust and accounting. Credit from current suppliers is problematic.
  - Landscape Committee Chair has check writing capability? Must obtain receipts.
- Supervision of Amado and John is time sink for Dave. Alternatives will be addressed (Gil/Dave).

## **Treasurer's Report: Jerry Simon**

Few large projects were undertaken in 2018 so the HOA had a surplus of approximately \$13,000.

The Board is considering moving additional funds to the long term road maintenance reserve account.

A budget for 2019 was accepted by the Board and will be discussed at the annual meeting in February.

As of the meeting more people than usual have not paid their assessment.

HOA assessment invoices are distributed quarterly via email only, no hard copy invoices are mailed. HOA assessments are the only source of revenue for the Association so it is important for everyone to keep their account current. Checks not received by the 15<sup>th</sup> of the month they are due will incur penalty assessment. Reminders are a courtesy.

Dues may be paid by the month, quarter, year or any timeframe. Residents should consider using their bank bill pay feature to have checks mailed by the bank to the Association mailbox.

**Annual HOA Meeting:** February 23 Los Duranes Community Center

The Annual Membership Meeting of the Gardens Homeowner's Association will be held at **10:30 am on Saturday February 23, 2019.**

Location: Los Duranes Community Center, 2920 Leopoldo Rd NW

If you are unable to be present at the meeting you may assign your proxy. If you will not be attending the meeting, please complete a proxy form and give it to a homeowner who will be attending or a current board member. A quorum of 50% of the entire membership entitled to vote is required at the Annual Meeting.

Qualifications for a Member in Good Standing are:

- Full Payment of any and all assessments levied by the Association against the Member's Lot
- Full compliance with the Declaration and any rules and regulations promulgated by the Association

Homeowners are encourage to submit questions and concerns to a Board Member in advance of the Meeting. Homeowners are encouraged to volunteer for election of any position on the Board (President, Treasurer, Secretary, Board Member).

Sky Gross requests that volunteers as a 'Citizen Board Member' come forward to represent the Community.

Chris Bigge, temporary Board Secretary, is willing to serve as elected Board Secretary (2 year term).

## **Decisions**

The 2019 annual budget was approved by the Board.

## **Adjourn**

The next Board Meeting will be February 4 at 6:30 pm; Gil Clarke's house.

Respectfully submitted,

Christopher Bigge

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