

SHILOH AT BATTLE CREEK
BOARD MEETING MINUTES

December 12, 2017

- Call to Order & Attendance – Gary, Jeff, Steve, Ron in attendance. We have a quorum.
- Approve minutes from October 17th meeting - Ron 1st, Jeff 2nd.
- Banking / Financials – Banking balances presented by Ron. Checking \$6081.70, Investing \$16732.68 = \$22814.38
- Covenant issues (drive through look for violations) Laub residence may need a tree. Check back for all in Spring.
- Home Owner Correspondence/ Complaints - Homeowner complained of lights being too low at entrance. Can't see signage. We will look into trimming the shrubs.
- Project Leader Reports
 - Architectural Committee – Lots of requests for new roofs have been approved. Steve initiates in DocuSign and forwards to Gary for second approval.
 - Landscaping – Xmas lights were installed by Complete Lawn at a cost of \$405.

- **New Business - Prep for Annual Meeting – Dues notices end of Dec. –**
Gary will contact Battle Creek Golf Club to secure clubhouse for annual meeting. Gary will send email to existing Board members to get confirmation of 2018 Board participation. Gary will work with HOA Partners to send out annual dues billing and meeting notification.
- **Next Board Meeting – February 13, 2017**

SHILOH AT BATTLE CREEK
BOARD MEETING MINUTES

October 17, 2017

- Call to Order & Attendance – Quorum established with Gary, Jeff, Steve, Less in attendance.
- Approve minutes from August 15th meeting – Approved by Les, 2nd by Jeff.
- Banking / Financials – Checking balance \$8,676.54. Investment balance \$16,730.73.
- Covenant issues (drive through look for violations) None
- Home Owner Correspondence/ Complaints - None
- Project Leader Reports
 - Architectural Committee – Lots of roofs being replaced.
 - Landscaping – Will seek new bids for 2018 sometime in January.
- New Business - Jeff checking into new solar roof. May submit App for approval.
- Next Board Meeting – December 12, 2017

SHILOH AT BATTLE CREEK

BOARD MEETING MINUTES

August 15, 2017

- **Call to Order & Attendance:** Gary Wright, Ron Grattop, Jeff Bright, Steve Canada, Les Miller and Vincent D'Amico in attendance. A quorum was established.
- **Approve minutes from June 13th meeting:** A motion to approve was made by Les. Second by Jeff. The minutes were approved.
- **Banking / Financials:**
 - Checking: \$12,467.71
 - Savings: \$16,724.75
- **Covenant issues:**
 - Trailer backed in the drive way on Oak. Has been in the drive way for 8-9 days.
 - Letters were sent to homeowners with roofing company signs in their yard.
- **Home Owner Correspondence/ Complaints:**
 - Homeowners have reported seeing skunks in the neighborhood. Seems to be a family. Asked to see if HOA would pay to have them trapped. Issue was discussed but agreed that this is not something the HOA would intervene in directly. Gary to send a request to the city to see if there is any action they could take based on the number of complaints/sightings.
- **Project Leader Reports**
 - Architectural Committee: Have approved 4-5 new roof applications.
 - Landscaping: Will put out to bid as contract nears completion (April)
- **Dues collection status:** 2 outstanding HOA dues. Both homes have liens in place.
- **Yard of Month:**
 - 1612 ^{Chapman} Oak Dr. was voted this month's winner
 - Sign from current yard of the month was not in yard earlier today. Will follow-up with homeowner to see if they have the sign
- **New Business: N/A**
 - House recently bought out of foreclosure needs to be painted. Gary to have letter sent to new homeowner
- **Next Board Meeting:** October 17, 2017
With no other business the meeting was adjourned.

Shiloh at Battle Creek

Board Meeting Minutes

June 13, 2017

- **Call to Order & Attendance:** Gary Wright, Jeff Bright, Ron Grattop, Steve Canada and Vincent D'Amico in attendance
- **Approve minutes from April 19th meeting:** Motion to approve by Ron, second by Jeff. Minutes approved.
- **Banking / Financials:**
 - Checking: \$14,736.30
 - Savings: \$16,726.80
- **Covenant issues:**
 - A few yards don't have trees in the front. HOA rules state have to have at least 1 tree with 2" diameter
- **Home Owner Correspondence/ Complaints:**
 - 3 Vehicle break-ins along Oak in the overnight from 6/12-6/13
- **Project Leader Reports:**
 - Architectural Committee: One application processed and approved
 - Landscaping: Need sod on some of the islands around the neighborhood. Will access if the limbs on the trees in the islands need branches cut back to allow for the grass to grow better
- **Dues collection status:** Missing 3 currently. One homeowner stated they are sending now, along with lien fee.
- **Yard of Month:** June due 6/22
- **New Business:** No new business

SHILOH AT BATTLE CREEK
BOARD MEETING MINUTES

April 19, 2017

- **Attendance:** Meeting called to order. Attendee's Les Miller, Ron Grattopp, Gary Wright, Jeff Bright and Vincent D'Amico in attendance. Quorum established
- **Minutes from Annual Homeowners Meeting on February 23, 2017:**
Motion to approve by Les, second by Jeff. Minutes were approved.
- **Banking / Financials:**
 - \$14,442.89 in checking
 - \$16,724.85 in savings
 - TOTAL DUES PAID YTD = approx 95 dues accounted for, but possibly missed a deposit between 1/12-1/18. Total 106 homes so we are missing 11 for 2017. Final notice to go out at end of April. Homeowners not paid within 10 days after that will get lien issued.
 - This deposit included one dues deposit of \$559.86. One Loan Service company cut the check. May have been inclusive of some late and lien fees.
 - Will assess moving some money from checking to savings after we get final list of dues paid in 2017.
- **Covenant issues:**
 - Homeowner on Juneau has a Lowes mailbox. Letter sent. Homeowner sent a response noting that this was a temporary mailbox and a standard mailbox was on order. Should arrive in several weeks.
- **Project Leader Reports**
 - **Architectural Committee:**

- One homeowner requested inquired about where to find an application for a pool.
- Landscaping:
 - Front entrance had new mulch put down, but they either covered or pulled the pansies. Gary previously informed them that the pansies were supposed to remain. He will contact and have them replaced by the landscaping company if they were pulled.
- Dues collection status:
 - See notes above under finance section
- Yard of the Month:
 - Will start in May. Gary will send reminder to submit nominations
- New Business: N/A
- Next Board Meeting: June 13, 2017

With no further business the meeting was adjourned.

SHILOH AT BATTLE CREEK
ANNUAL HOMEOWNERS MEETING MINUTES

February 23, 2017

- Call to Order –
- Introduction of Board Members –
 - Gary Wright – President
 - Vincent D’Amico – Vice President, Secretary
 - Ron Grattop – Treasure
 - Steve Canada – Member at Large
 - Jeff Bright – Member at Large (not in attendance)
 - Les Miller – Member at Large
- Financial Report –
 - 2016 Recap
 - \$908.00 within budget
 - Repairs and Maintenance was mainly painting of the fence
 - All dues paid in 2016 except 1 homeowner
 - 2017 Budget
 - Mostly in line with 2016
 - \$2,929.08 in checking account
 - \$16,721.97 in investment (fence) account
- Nomination of Board Members –
 - No new nominations from the floor or sent in
 - All current board members have agreed to remain on for 2017
- Election of Board Members –
 - Motion to carry current board members was made, second and approved.
- Open Forum –
 - Question 1 – Inquire regarding the status of the two story house on Lincoln – Gary validated that they have paid dues. Also noted that we

have seen some recent activity to improve the property. We will continue to monitor and send follow-up notices as needed.

- Question 2 - Inquiry about resurfacing of neighborhood streets. The board will send the BA Action Line a request to get the latest plan for street repairs.
 - Question 3 - What is the status of the fence? We are currently managing with the current fence until we get enough funds to replace. Estimating cost of replacement ~\$40k
 - Suggestion 1 - *The Good Live in Broken Arrow* monthly magazine that is mailed to homeowners has offered to have free HOA section if we'd like to have a monthly update
 - Gary noted that we currently have communications setup via e-mail and Nextdoor site
 - Suggestion 2 - Broken Arrow is putting on HOA workshop this Saturday if anyone would like to attend
- Meeting Adjourned

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BOARD MEETING MINUTES

February 23, 2017

- Meeting Called to Order – Gary Wright, Vincent D'Amico, Ron Grattop and Les Miller in attendance
- New Business:
 - Only 1 bid was received for the landscaping. The bid was from the current company we use and proposed kept the rate flat from 2016. Approved continued use of this vendor for 2017.
 - Opened the floor to movement of board members to different positions. No nominations were made and all board members will remain in current roles for 2017.
- With no further business the meeting was adjourned

SHILOH AT BATTLE CREEK
BOARD MEETING MINUTES

January 17, 2017

- **Call to Order & Attendance** – Meeting called to order @ 7:05. In attendance Gary, Ron, Steve, Jeff.
- **Approve minutes from November 15, 2016 meeting** – Minutes were approved, motion by Jeff & 2nd by Ron.
- **Banking / Financials – 2017 Budget** – Ron presented the banking account status. Checking \$2639.08, Investment \$16,721.97 for Total of \$19,361.05. Reviewed the proposed 2017 budget, no major changes.
- **Covenant issues (drive through look for violations)** – Parked vehicle on street for several days was reported to City of BA Action Line. The vehicle was moved. Homeowner on Oak was notified of an unauthorized sign displayed in yard. It was removed. We also discussed the issue that the last three roofs replaced did not get approval.
- **Home Owner Correspondence/ Complaints** - One complaint regarding above mentioned sign in yard.
- **Project Leader Reports**
 - Architectural Committee - None
 - Landscaping – Gary will seek potential bids for 2017 mowing/landscaping.

- **Dues collection status** – 2016 finished with two properties with unpaid dues.
As of date of meeting, three collections have been posted to the bank account for 2017.
- **New Business** - Gary will look into purchasing a new “Garage Sale” banner.
- **Next Board Meeting** – February 21, 2017 - Clubhouse