

**Clos CheValle Homeowners Association (CCHA) Board Minutes
January 11, 2017 – 8:45 a.m. – 11:00 a.m.**

Attending Board Members: Lew White, Jim Gurke, Jim Batdorf, Tom Buell and Pamela Ahl

Action Items:

- **December board minutes approved**
- **Reviewed the 2017/2018 Budget draft and fined tuned the revenue/expense categories**
- **Reviewed and approved revised ALD Guidelines**
- **Reviewed the D&O insurance coverage to ensure non-officers or non-directors assisting the board are covered by insurance**
- **Reviewed and approved cost approval limits for Facility projects**
- **Webpage draft reported as nearing completion**
- **New business agenda: the board will review expenses monthly**

Discussion was as follows:

Tom opened the meeting with a continued discussion of the 2017 Budget

***Change “mowing fee” to “vacant lot maintenance fee”. Per conversation with Lakeview Orchards, Doug Willcox, fee expected to remain at \$200 for 2017**

***Change budget line item “mud cleanup” to “lot cleanup”**

***Create categories for “CC Winter Plowing” and “BMR Road Snowplowing” to better track plowing expenses.**

***Research the appropriate “Reserve” amount to keep on hand for future unforeseen projects. This will be a 2017 focus.**

***A \$300 refund will go back to Lot 62 owners, Bart and Sue Harmeling for the application fee charged in 2016. They were the only owners charged the fee and moving forward there will be no fee charged unless there are extraordinary issues. If expenses are incurred for architectural guidance by a paid architect, fees will be paid by the homeowner.**

Jim G. reviewed the final draft of the ALD Guidelines.

*** ALD Guidelines will be converted to PDF for homeowners.**

***When new construction is scheduled to begin, a \$1000. “Damage Deposit” will be paid by the homeowner to cover any Construction and Landscaping damage to roadways, walking trails and sidewalks.**

***Any appropriate partial or full refund of the Damage Deposit will be paid back to the homeowner, once construction and landscape work has been fully completed and approved by the ALDC.**

***Lot 8-preliminary pre-construction meeting with the lot owners Kevin and Mona Bennett on January 13.**

Jim B. will meet with Doug Willcox, Lakeview Orchards to draft an updated Maintenance Agreement and Contract.

***Board approved Facilities Project spending limits: Projects costing up to and including \$500. can be approved by Mgr. Facilities Committee, projects over \$500. and up to and including \$1000. can be approved by the President, over \$1000. the facility project spending requires Board approval. All projects and related expenses approved by Mgr. Finance Committee and/or President are to be reported at the next board meeting.**

February 8 Agenda

- **Approve January Board Minutes**
- **Review January Expenses – Treasurer**
- **Review Website Progress**