

3/5/2020

**Board Present:** David, Vann, Mike, Jon-Michael

**Residents:** None

**Meeting Agenda**

- A. Some thoughts to ponder
  - 1. Website
    - Vann taking over webmaster duties
  - 2. Purpose of HOA
    - Who can our actions benefit before we are subject to “self-dealing”?
      - No special favors for yourselves/others. Needs to be arms length to be a reasonable HOA activity.
  - 3. What problems / opportunities do you see in the neighborhood
    - e.g. dead trees, shrubs infringing on sidewalks, excessive cars/trucks in street, rental units less “tidy”
    - Define clear intake process for complaints
      - Documented process for follow-through & escalation
    - Open questions:
      - Should this be anonymous?
        - No. To ensure that we aren’t spammed or dumped on, complaints should be submitted with the address and owner of the home.
  - 4. Should the social committee be separate from the HOA?
    - Jen is social chair
      - Clear budget for socials
    - Can address at next annual meeting
- B. Bank account progress and fiscal review update
  - Previous year audit:
    - Audit underway. Vann has delivered some paperwork to Tom Gardner, but Tom has been tied up with work.
    - Additional receipts and information to be provided at later date.
  - CD
    - Opened up
    - 1.85% interest, paid monthly
  - Checking Account
    - Proposed: Independent checking account audit rotation
      - Mike and Jon-Michael will rotate monthly
      - Send email confirming verification
- C. Credit card processing update and discussion
  - Setup and on the website
  - Cost would be 3% of \$22,000 + \$5 per month for service

- \$720
  - Should revise budget:
    - Be it resolved that the board has decided an amended budget is appropriate given that the credit card processing and service fees were not known at the prior budgeting.
      - **Motion:** Mike
      - **Second:** Vann
        - Approval: Unanimous
      - **Next step:**
        - Vann to draw revised budget
        - Jon-Michael to draft postcard, share with group, mail by April 1.
- D. Update on maintenance action items
  - Meeting scheduled for Saturday, March 7th
- E. Dues Due Date
  - 2020: July 1st
  - 2021: March 1st
- F. Next meeting: 5:30 PM, April 23
- G: Motion to close the meeting
  - Motion: Jon-Michael
  - Second: Vann
  - Vote: Unanimous
  - Time of close: 7:15 PM

#### Future topics

- Oktoberfest
  - Yay or nay
- Storage of permanent records
  - Should explore digitization of records
- Newsletter provider