

PODTBURG VILLAGE HOA BOD Meeting  
December 11, 2007

Present: Pat Lacy, Roger Howell, Jeff Spath, Kathy Gibler, Lynn Cunningham, Brent  
Shafranek and Sheryl Ballard

Minutes from October 30<sup>th</sup> were reviewed:

Sand is no longer available

Debit card pending

Minutes from October 30, 2007 were approved.

Minutes from November 13, 2007 post-annual meeting were approved.

Financials:

Have collected approximately \$2000 via lawyer within the last three weeks

Have not received Fickel's bill for these collections

Closing at Brianna Court brought in about \$500

Collecting legal fees

Bills paid: Lawn Doctor

Phone

Xcel

If any one converses personally/email with homeowners in regards to monies  
due-refer to Fickel-BOD will not make any agreements

New Business:

First half HOA bills will be going out on December 21<sup>st</sup>

Policy for late fees:

Dues due: January and July 1<sup>st</sup>

Late dues assessed \$25 late fee: February and August 10<sup>th</sup>

Uncollected dues and late fees turned over for collections:

February and August 15<sup>th</sup>

Brent will compose letter to accompany HOA bills w/ following information:

Email contacts for committee chairs and HOA board

Website contents

If needing hard copy, contact board member

Roger will contact committee heads and ask permission to post email address and  
phone on website.

Question arose about the need for a board-committee chairs liaison, but decided to  
have current BOD members serve as such to designated committee:

Roger-Sprinklers

Brent-Bylaws & Covenants

Jeff-Trees

Pat-Rules & Architecture

Organization of Spring Clean-up/Bque

Roger will call and setup Cleanup committee from interested list

Motion was made and carried to have the Architecture/Covenant Control  
committee handle the following:

easements, paint colors, fencing, roundabout gardening

The need for a regular BOD meeting time was discussed and determined to be:  
Second Tuesday of each month 6:30-8:30pm at Pat's house  
President will prepare agenda for each meeting and email to BOD prior to  
meeting time.

Concerns:

Possible midnight move-out: 2304 Tori Court

Lynn will drive by and observe tracks in snow, if no traffic  
apparent, lien will be placed on property to settle debt.

2103 Tristi Court-Sheryl needs to contact Realtor for info requested

Meeting adjourned.

Next meeting will be January 8, 2008, 6:30 pm at Pat Lacy's house: 2110 Hunter Court.