

## HOA Board of Directors minutes from February 19, 2008

Board Members Present: Pat Lacy, Skip Huguen, Jeff Spath, Kathy Gibler,  
Board members absent: Roger Howell  
Others in attendance: Amanda Jaksha, Lynn Cunningham, Brent Shafranek

Meeting was called to order at 6:35 and last month's minutes were read and approved by all. Amanda presented the treasure's report which included tax preparations, delinquent accounts, current profit and loss report, and balance sheet. Amanda will supply a profit & loss report monthly along with a balance sheet.

The board unanimously agreed to credit \$25 to 2217 Nicholas Drive due to billing error as well a \$50 credit to the residence of 2216 Podtburg Circle and a \$25 to the Legg Residence.

It was stated that Roger is currently working on setting up the on-line bill pay for the HOA.

Brent will compose a letter to all homeowners that are currently on a payment plan with Bruce Fickel. This letter will contain a reminder that they are past due and owe a late fee as well. They homeowner will have 15 days to contact us regarding payment. If no response in 15 days, the account will be turned over to collections.

Lynn will call Bruce Fickel and get information on the accounts that have no payment made on them at this time. A lien will also be placed on 2304 Tori Ct for insufficient payment of \$525.00. Lynn will contact HRH Insurance regarding a bill. Lynn has been working on a fine policy & a violation letter.

Skip will go to town hall and straighten out the billing situation for water. Skip will also check current voice mails that have been left.

Pat will contact the homeowner at 2222 Nicholas Drive and explain the procedure for submitting a paint request. Pat will contact Dave Whales has his son-in-law who is currently doing snow removal and send a W-9 to be completed and returned to the HOA for tax purposes. Pat will also send a bill to the insurance company for \$1,000 in damage to take care of the tree that was hit by a moving vehicle.

When town hall has scheduled a cleanup day, the HOA will schedule our neighborhood cleanup day accordingly with them on that same date.

Brent is currently working on retyping the covenants.

Insurance papers were presented by Amanda for the HOA as well as coverage for all board members. These will be reviewed by Lynn. A motion was made and approved by all for taxes to be paid and mailed out promptly.

A reminder to follow covenants will be included in June's billing statement.

A note was made that our current banking establishment has been changed from Union Colony to First National Bank.

Lynn received approval by all board members to build an attachment to this house as long as town permit is obtained.

Some suggestions were made in regards to motivating committee members as well as other home owner involvement such as a cook out in the summer or possibly the day of our annual clean up. More discussion on this will resume at next board meeting.

Meeting was adjourned at 8:22pm  
Next scheduled meeting is the second Tuesday of March at  
Roger Howell's home.