

# **THE LANDINGS @ PODTBURG VILLAGE**

**January 8, 2008**

Present: Pat Lacy, Jeff Spath, Skip Cargill, Lynn Cunningham, Roger Howell, Brent Shafranek, Amanda Jaksha

Board member Kathy Gibler was absent.

The meeting was called to order at 6:40 pm

Minutes from December 11, 2007 were reviewed:

Change to December 11, 2007 minutes:

Lynn has taken over being the board liaison for the sprinkler committee

Minutes from December 11, 2007 were accepted following above change.

Motion was made to appoint Amanda Jaksha as a director emeritus.

Financials:

Roger balanced the checkbook against the 12-31-07 bank register and everything checked out correctly.

Amanda is missing some records from Falcon that will be needed to complete the year end taxes. She will contact Falcon and request the needed records.

Amanda pointed out there is a (-\$636) on the P&L in the legal category because Fickel has not billed the HOA for any of his collection work.

Fickel made a numeric error on the letter to Patricia Smith at 2217 Nicholas Ct. The stated balance does not include the correct amount for legal fees. A \$25 fee was not added correctly.

Roger will start a file system for each address to keep any and all correspondence. At the February BOD meeting it will be addressed who should keep this file system up-to-date.

Pat will donate hanging files for file system.

Roger will call Union Colony bank about CD interest rate and report by email his findings, before Jan. 24, so a decision can be made on the CD maturing on Jan. 14.

Lynn reported the HOA received bankruptcy paperwork for 2223 Nicholas Ct. and we are awaiting advice from Fickle on how to proceed.

Lynn will file a lien on 2304 Tori Ct. on Feb. 15, if not paid in full beforehand.

Roger acquired a debit card from U.C. Lynn will move the voice mail billing from his private credit card to the HOA debit card.

Roger will setup an online account at U.C. and pay all monthly bills online.

Amanda will review past HOA tax forms and at the next BOD meeting suggest what direction would be best for the HOA to proceed in.

Amanda will make contact with the home owners at 2303 Brianna Ct. and supply them with their first half HOA bill.

Bills Paid:

Mail-N-Copy - \$69.10

Deposits:

1 for \$2300 (10 checks)

New Business:

Committees:

Sprinklers – No activity to report. Planning has begun on mapping the existing sprinkler system.

Bylaws – Nothing to report.

Trees – Jeff and Pat will work together on the tree that was damaged. They will provide three quotes to the rest of the BOD and a decision will be made based on the three quotes.

Rules & Architecture – Nothing to report.

Covenants – Skip will contact Tyson Buhre and start the process of categorizing all violations inside the HOA.

Roger will provide Brent with a list of committees chairman and their BOD liaison to be posted on the website.

Roger will call JC for a quote on snow removal. Lynn will contact Dave Wells to see if the HOA can use his snow blower, if needed.

Lynn will type up a letter to be used as the standard covenant violation letter. Lynn will email the finalized version to rest of BOD for email approval.

Meeting adjourned 8:10 pm.

Next BOD meeting February 12<sup>th</sup> 6:30 pm at 2110 Hunter Ct.