

**Rolling Valley Section 8-D  
HOA Quarterly Board Meeting  
Wednesday, 10 April 2018**

**Minutes**

**Location:** Jeff Lins' Home

**Board Members Present**

Thomas Blume – President

Michael Graves

John Foley - Treasurer

Jeffrey Lins

Jonathan Clough – Secretary

**Call to Order:** Tom Blume called the meeting to order at 7:03 PM.

**Treasurer's Report:** Treasurer John Foley provided the budget report year to date, which reflected current reserves totaling \$14,673.67. There remain 24 homeowners who have still not paid dues, which were due 1 March. A first notice has already been sent, thus far resulting in no responses, so John is preparing a second notice that will remind homeowners that the HOA may resort to placing liens on homes that remain delinquent after a reasonable period of time. Four (4) of the delinquent homes are rental homes, and two of those have still not paid their 2017 dues. So, the Board discussed the option of placing liens on these particularly delinquent accounts, acknowledging that the expected legal costs (~\$250) would not necessarily be cost-effective, given the low dollar amounts owed (\$60), but the Board agreed that the terms of the Covenant must be honored, particularly in fairness to all those homeowners who have faithfully paid. So, if the upcoming round of second notices is unsuccessful, the Board will need to deliberate on exercising the lien option.

John also noted that our insurance premiums and grass cutting costs have increased from 2017 by ~\$100 and \$50 respectively, but those increases should be offset by the near-zero expected costs for the web site this year, due to the multi-year contract we paid for in 2017. Finally, John provided the Board with advance warning that he may be retiring and moving later in the fall and therefore unable to complete his term as Treasurer, so the Board should endeavor to recruit additional members.

**Old Business:**

- **2018 Assessment Letter:** Tom Blume reported that he and Jonathan Clough had printed and mailed the 2018 assessment letters back on 5 Feb, as agreed during the last Board meeting.

- HOA/WKCA Dumpster Day: Tom Blume reminded the Board about the Dumpster Day scheduled for Saturday, 14 April, starting at 08:00. The local Cub Scout pack was partnering with the WKCA for several clean-up activities in the neighborhood that same day. He also informed the Board that the County had scheduled their next large-item pick-up (and shredding) event at OHES for Saturday, 12 May. John Foley provided Tom a check for \$550 to pay for the dumpster rental.
- HOA Records Disposition: Jonathan Clough reported that he had printed out the Board meeting minutes from 2016 and 2017 and placed in the HOA records file box, as tasked at the previous meeting. He also received the relevant Architectural Review Committee correspondence for 2017 that was provided electronically by Dennis Kurre, but that material still needs to be consolidated and printed.
- MailChimp Email Notifications: Michael Graves reported that he had received the HOA email and address spreadsheet from John Foley, and that he had been successful uploading the data to populate our MailChimp database for future email-based notifications. The next step will be a series of test emails to Board members to ensure the send and reporting functionality works as advertised. Once those tests prove successful, the Board can consider shifting most of the regular HOA correspondence to email later this year. (**Action Item**).
- Mowing Contract Update: John Foley indicated that he had not inquired about adding weed control to our mowing contract, which has already been renewed for 2018 with Premium Lawn Service. So, he indicated he would contact them to determine the cost to add that service to our existing contract. (**Action Item**).

### **New Business:**

- 5 April Paving and Restriping Meeting: Tom Blume informed the Board about the upcoming subject public meeting to discuss the addition of new bike lanes on Huntsman Blvd. He encouraged the Board to submit any comments to Pat Herrity's office prior to the meeting to ensure any views or concerns could be heard.
- Recruiting additional Board Members: Tom exhorted the Board to be intentional about seeking and recruiting new Board members this year, in light of the several vacancies and the need to share the opportunity/responsibility with other neighbors.
- Electronic Payments: Michael Graves discussed his preliminary research regarding the potential use of the electronic payment service Zelle to enable homeowners to pay their HOA dues electronically in 2019. One key concern voiced by several Board members was whether the payment transactions could be clearly linked to a homeowner's name and home address, rather than just an email address or mobile

phone number, which our HOA database may not contain. Another potentially limiting factor was the requirement for every homeowner who wished to take advantage of this service to establish their own personal Zelle account. While many may already have accounts, other services like PayPal are more prevalent, but charge for their services, while Zelle would be free for the HOA to utilize. Michael agreed to investigate the traceability question and to conduct a couple experiments on the functionality with Jeff Lins and let the Board know how it went. (**Action Item**).

- **Next Meeting:** The Board agreed to tentatively schedule the next Board meeting for Tuesday, **10 July 2018**.

The meeting adjourned at 7:39 pm.

**Action Items for the Board:**

- Conduct a test of the MailChimp email service with Board members to test the delivery and reporting functionality. (Michael Graves)
- Explore the option to include periodic weed killer applications under the grass cutting contract for the common areas with grass. (John Foley)
- Conduct some experiments with the Zelle electronic payment service to confirm the traceability of a transaction to a homeowner's name and address. (Michael Graves / Jeff Lins)

**Attachments:** Treasurer's Report (April 2018)



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