

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

Minutes

Location: Jeff Lins' Home

Board Members Present

Thomas Blume – President

Michael Graves

Dennis Kurre – Vice President

Jeffrey Lins

Jonathan Clough – Secretary

Call to Order: Tom Blume called the meeting to order at 7:04 PM.

Treasurer's Report: Treasurer John Foley was out on travel, but the Board reviewed his budget report to year to date, which reflected current reserves totaling \$14,826.37. The noteworthy recent expenses were the \$550 for dumpster rental and \$200 in mailings for the assessment letter. There remain 3 homeowners who have still not paid dues that were due 1 March. The Board wasn't certain if a second notice had been sent to these homeowners or whether personal contact had been made, so Tom Blume indicated he would follow up with John Foley to confirm the status of follow-up actions taken.

The Board again discussed options motivate these delinquent homeowners to pay their dues, including placing liens on the properties (not cost effective), holding the disclosure packet if/when the homes are sold, and warning the homeowners that they may not be covered by the HOA's liability insurance, leaving them to bear legal costs in the event of a claim. Dennis Kurre indicated he would reach out to a lawyer colleague to determine if the latter option was actually valid and viable. Tom Blume and Michael Graves agreed to pay the homeowners a visit once they determined which steps John Foley had already taken to date. (**Action Item**).

Old Business:

- **HOA/WKCA Dumpster Day:** Tom Blume reported that the 14 April Dumpster day was very successful, filling the dumpster by 10:30 that morning. He also informed the Board that the County had scheduled their next large-item pick-up (and shredding) event at OHES sometime in September.
- **MailChimp Email Notifications:** Michael Graves reported that he had corrected some errors in the MailChimp database, but had not yet conducted the test emails to

Board members. He indicated he would do so shortly. 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: In light of John Foley's absence, it was not known whether he had not inquired about adding weed control to our mowing contract, so this remains an outstanding issue. (**Action Item**).
- Electronic Payments: There was limited progress to report on the option for the HOA to utilize the Zelle online payment service to collect annual assessments. Michael Graves reported that his research indicated that payment reporting from Zelle would include payee's names, but may not include their address. This may not be a problem, because names could be fairly easily cross-linked (manually) with addresses in the HOA membership spreadsheet retained by the Treasurer. However Michael Graves agreed to do some additional research and coordinate with John Foley to experiment with it. (**Action Item**).
- Recruiting additional Board Members: Tom Blume and Jeff Lins indicated they had each identified potential candidates to recruit for Board membership. In light of the impending departure of the Treasurer and the fact we still have 3 vacant positions, it will be important to increase the Board membership. (**Action Item**).

New Business:

- Tree and Fence Issue on Lakewood Hills HOA Border: Dennis Kurre has made multiple attempts to contact the President of the Lakewood Hills HOA to secure cooperation and coordination for one of our homeowners (Jason Hines of 7211 Flower Tuft Court) who expressed concerns about a dying tree overhanging his property and the dilapidated condition of the Lakewood Hills fence bordering his property. Dennis indicated he would continue to attempt contact, but that the homeowner has every right to cut branches that overhang his property. (**Action Item**).
- Dying Tree in the Common Area near Grass Valley Court: Tom Blume shared a letter he'd received from Man Pyon at 8902 Grass Valley Court, expressing concern about a dead tree in Common Area adjacent to his home and requesting the Board contract with a tree service to have it felled. Michael Graves volunteered to contact Mr. Pyon, examine the tree, and then coordinate with Freedom Tree Service, if required. (**Action Item**)
- Next Meeting: The Board agreed to tentatively schedule the next Board meeting for Tuesday, **2 Oct 2018**.

The meeting adjourned at 7:31 pm.

Action Items for the Board:

- Contact the 3 delinquent homeowners that owe 2018 assessments (John Foley, Tom Blume)
- Contact an HOA member attorney (or attorneys) who may be willing to provide advice about whether or not “non dues paying” HOA members could be held personally liable (outside the insurance policy covering the HOA) for any damages resulting from any legal action that may be brought against the HOA (Dennis Kurre)
- 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)
- Attempt to recruit new Board Members (all, but Tom Blume and Jeff Lins have specific targets)
- Continue to attempt contact with the Lakewood Hills HOA to resolve the tree/fence issue reported by Mr. Hines (7211 Flower Tuft Ct). (Dennis Kurre)
- Contact Man Pyon at 8902 Grass Valley Court to examine the dead tree in the Common Area and then coordinate to have it felled, if necessary (Michael Graves)

Attachments: Treasurer’s Report (TBD)