

**Rolling Valley Section 8-D
HOA Quarterly Board Meeting
Tuesday, 27 Sep 2016**

Minutes

Location: Jeff Lins' Home

Board Members Present

Jeffrey Lins –President	Jonathan Clough – Vice President
John Foley – Treasurer	Dennis Kurre
Thomas Blume – Member & WKCA President	Michael Graves

Call to Order: HOA President Jeff Lins called the meeting to order at 7:04 PM.

Treasurer's Report:

HOA Treasurer John Foley provided a current budget report and checking account spreadsheet. The only activity of note was an additional \$75 of income from packet fees. John noted that we're probably missing a handful of packets from recent sales activity that realtors had neglected to contact the HOA about. Although the Board budgeted for two dumpsters this year, there is no need for the second (fall) event, given the recent County Large Item Pickup earlier this month. Tom Blume suggested we plan on conducting the next dumpster event this coming spring. The largest outstanding budget item is Tree Service, and Mike Graves agreed to schedule a survey of the common areas prior to the leaves falling (**Action Item**). There is one outstanding debt of approximately \$70, owed to Mike Graves to reimburse him for the three no dumping signs he procured on behalf of the HOA (**Action Item**). The total reserves to date were \$13,749.55.

Old Business:

- **No Dumping Signs:** Board member Mike Graves showed the Board the three signs he'd received, and they looked professional and durable. Board Member Dennis Kurre indicated he had several spare iron posts that could be used to mount the signs, and he and Mike agreed to get together during the coming week to install two of the three (one spare) in the common area near the Tot Lot. (**Action Item**)

- Maintenance of the HOA Website: Since the last meeting Mike Graves had received some instruction on website maintenance from Dennis Kurre's son and had made several updates. No further progress was made with respect to alternate hosting options.
- Tree Debris near Tailcoat Court: The Board was contacted via email on 2 Sep by Steve Blakely at Premium Lawn Care who reported that a resident of 7114 Sontag Way had inquired about removing a pile of limbs and tree debris in the common area near Tailcoat Court that Premium maintains for the HOA. Mr. Blakeney's cost estimate for the removal was \$250. Rather than pay this considerably hefty fee, Board Treasurer John Foley reported that he'd personally visited and cleaned up the debris pile, which turned out to be rather smaller than expected. Mike Graves had attempted to follow up with the resident at 7114 Sontag, and left a voice mail which was not returned. The Board considers this matter closed.
- Identifying New Board Members: Board President Jeff Lins made another appeal to the Board to help identify and recruit other homeowners to join the Board. The By Laws stipulate that the Board should consist of at least three (3) but no more than nine (9) members, and we currently consist of seven (7). The Board agreed to engage with neighbors prior to the Membership Meeting in November.

New Business:

- 2016 Membership Meeting: The Board agreed to schedule the annual membership meeting for Tuesday, 15 Nov 16 at the West Springfield Government Center. Jonathan Clough will type up an announcement letter, and Board Treasurer John Foley will review and update the address database, so that letters can be printed and mailed at least 15 days before the meeting. **(Action Item)**
- Recognition of Bob Hinson: In light of his more than 25 years of service in both the HOA Board as well as the Winston Knolls Civic Association, the Board discussed options for recognizing Bob Hinson after his passing on 11 Aug. WKCA President Tom Blume made a motion for the HOA to donate \$100 to a diabetes-related charity in honor of Bob. The Board unanimously agreed. Tom volunteered to track down the appropriate charity and provide the information to the Treasurer. **(Action Item)**
- Springfield Station HOA handout: After some recent inquiries by local realtors uncertain about what HOA particular homes in the neighborhood belonged to,

Board President Jeff Lins provided the Board with paper maps of the adjacent Springfield Station HOA, its website address, and the point of contact information for HOA packets. This will enable all members to field realtor questions in the future.

- Calming Initiative on Spur Road: WKCA President Tom Blume informed the Board that a series of emails had been circulating discussing potential requests for traffic calming near Spur Road. Since the crosswalk at this location is manned in the morning hours, and the area in question extends into the Orange Hunt area, the Board acknowledged the news but did not consider weighing in on the matter.
- Cub Scout Pack Support. Tom Blume also notified the Board that two Cub Scout Packs that the WKCA sponsors were merging into a single pack, and he offered up that the Board may want to consider providing some financial support to this pack in the future, or suggest some public service projects in the area that they could engage in.

The meeting adjourned at 7:53 pm.

Action Items Summary:

- Reimburse Mike Graves for the three no dumping signs (John Foley)
- Coordinate with Freedom Tree Service for a survey of the trees in the common area (Mike Graves)
- Install the No Dumping signs in the Tot Lot (Mike Graves & Dennis Kurre)
- Draft an announcement letter for the annual Membership Meeting (Jonathan Clough)
- Review and update the address database to generate mailing labels for the announcement letter (John Foley)
- Identify the appropriate charity to which the HOA could make a donation in honor of Bob Hinson and make the donation accordingly. (Tom Blume & John Foley)
- By Nov 2016, follow up with Dan Taylor at 8900 Grass Valley Court to ensure the felled trees have been cleaned up, per the 3 May discussion with Mike Graves.

The next meeting will be the 2016 Annual Membership Meeting and is scheduled for 7:00pm, Wednesday, Nov 9, 2016 at the West Springfield Government Center.