Rolling Valley Section 8-D
HOA Annual Membership Meeting
Wednesday, 20 November 2018

Minutes

<u>Location</u>: Springfield Government Center

<u>Board Members Present</u>	<u>Homeowners Present</u>
Thomas Blume –President	Mark Washechek
Dennis Kurre – Vice President	Jimmie Hardy
Jonathan Clough – Secretary	Stephanie Hardy
Ruth Ann Hoel	
Michael Graves	
Jeffrey Lins	32 Proxies Received

<u>Board Members Absent</u>
John Foley – Treasurer

Call to Order: Tom Blume called the meeting to order at 7:00 PM.

Treasurer's Report: In John Foley's absence, Tom Blume reviewed the current budget report, highlighting some of the key expenses over the course of the year, primarily those associated with the tree felling services and the annual dumpster sponsorship the Board provides for the Civic Association. The total expenses for 2018 to date were $6,599.31 vs. the budget of $5,730.00. This leaves a current Cash Reserve of $13,309.87. The primary driver behind the expenses exceeding the budget this year was the $2,780 cost of tree services this year, while the budget provided only $2,000. There remains one homeowner out of our 191 who has not paid 2018 dues to date.

Old Business:

- <u>Summary of key HOA activities for 2018</u>: Tom Blume reviewed the major activities of the Board and HOA for the year, including the expanded deployment of the new website, including the addition of email distribution support via MailChimp, the annual Common Area tree survey, the co-sponsorship of the neighborhood "Dumpster Day" with the WKCA, and the continuing grounds-keeping services the HOA contracts with Premium Lawn.

- <u>Close Relationship Between WKII HOA and WKCA</u>: As both the current HOA and WCKA President, Tom Blume noted once again the close and collaborative

relationship between the HOA and the WKCA, highlighting the spring Dumpster Day effort, which we expect to conduct in the April to May 2019 timeframe.

- Lawn Services: Tom Blume closed the standing Action Item from previous Board meetings regarding modifications to our contract with Premium Lawn to have them include weed control as a part of future services and to cut back some of the overgrowth along both of the sidewalks on the Arley Drive section of the Common Area.

- Migrating to Paperless Communications: Tom Blume also highlighted the progress Mike Graves has made in implementing email-based communications via MailChimp and the development of a web-based proxy submission form that the Board plans to fully implement next year, after the successful initial results this year (6 of our 32 proxies were received via the web-form on the HOA website). Tom noted that in 2019, the Board plans to utilize primarily email-based communications with homeowners, which will improve efficiency and significantly reduce the Board's $300-400 annual printing/postage expenses. Finally, he mentioned the potential for web-based dues payments via the Zelle service in the future, once some of the technical and records-keeping details can be worked out.

New Business:

The only official new business conducted at the meeting was the Election of Board Members for 2019. Board members appealed to the audience for volunteers to fill the vacant positions on the Board, particularly in light of the expected departure of our long-serving Treasurer, John Foley. There are two vacancies presently, but that will rise to three when John moves out of the local area in the spring of 2019. No homeowners in attendance volunteered to join the Board, however. Subsequently, each of the current Board members indicated their willingness to continue to serve, and agreed by acclamation to continue serving. The elections for specific offices on the Board will be an order of business in the January 2019 meeting, scheduled for 22 Jan 2019 at Jeff Linn's home.

The meeting adjourned at 7:37 pm.

Action Items for the Board:

- Document the HOA Treasurer routine procedures and plan for the transition of Treasurer responsibilities in light of John Foley's planned departure. (John Foley)

<u>Attachments</u>:   Treasurer's Reports

11-20-18
Financial.xls