

**Rolling Valley Section 8-D  
HOA Quarterly Board Meeting  
Tuesday, 25 July 2017**

**Minutes**

**Location:** Jeff Lins' Home

**Board Members Present**

Jonathan Clough – President	Jeffrey Lins
Thomas Blume –Vice President & WKCA President	Michael Graves
Christel Schaefers - Secretary	Dennis Kurre

**Call to Order:** HOA President Jonathan Clough called the meeting to order at 7:03 PM.

**Treasurer's Report:**

- The Board reviewed the Financial Statement that was prepared by HOA Treasurer John Foley for the 3<sup>rd</sup> Quarter CY17. As of the date of the meeting, 6 of 191 homeowners have not paid their yearly dues of \$30. The late fee of \$39.90 needs an explanation from the Treasurer who was absent.
- The cost of the dumpster exceeded the estimated budget amount by \$100. Tom Blume suggested the increased cost may not be worth the cost in future years, given the County-sponsored clean-up/shredding days at OHES twice a year, but he noted that the dumpster was filled within 2 hours, and between 40-50 members utilized it. All other line items were as expected.

**Old Business:**

- Adding weed control to the mowing contract:. A quote for adding weed control to our present lawn care contract with Premium Landscape is still outstanding **(Action item)**.
- Disposition of 30+ Year-Old Records (Mostly Architectural Reviews): Jeffrey Lins reported that his attempts to organize the records by address were not successful due to the number of records that represented multiple addresses for given issues. He resolved instead to organize them chronologically. He intends to have it complete before the Annual meeting in the fall. **(Action item)**.
- Final Report on new HOA Website and mailing list: Jonathan Clough and Michael Graves reported that the website is now up and running smoothly with the preliminary

security issues now resolved. The total cost of hosting and posting for three (3) years is less than \$400, as detailed below:

Inmotion Hostings Payment for 3 years	\$106.64
Mail Chimp Pay as You Go (300 emails)	\$ 9.00
Expo Web Design (Initial Payment) 5/5	\$180.00
Expo Web Design (Final Payment) 5/20	\$100.00
<b>Total Paid</b>	<b>\$395.64</b>

Michael Graves encouraged Board Members to utilize the “sign up” feature on the website to ensure it is working properly (**Action item**). We will attempt to gather the most current HOA membership spreadsheet from John Foley and populate the database, so that the Board can utilize it for electronic notifications via MailChimp. In the discussion that followed, it was suggested that in our upcoming Annual Meeting announcement, we request HOA members to “opt in” for electronic notifications in the future to help save postage costs. Christel Schaefer recommended we ultimately incorporate dues payment via the website if possible.

### **New Business:**

- **Architectural Review Committee:** Dennis Kurre reported that he and Michael Denny responded to the two recent inquiries concerning proper installation of fences and decks at the properties 7118 Freshaire Drive (fence) and 8905 Huxley Court (deck). Dennis and Michael talked to the property owners and gave the approval for the installations. Dennis and Mike reviewed the installation of other fences in our community and noticed that the fence at 8916 Arley Drive was not installed in compliance with our WKHOA Covenants. Jonathan will prepare a letter to the homeowners and notify them of the violation (**Action item**)

### **Next Annual HOA Meeting is tentatively planned for 14 November 2017.**

**Date, Time and Location of Next Board Meeting:** 26 September 2017 at Jeffrey Lins’ home.

The meeting adjourned at 7:35 PM.

### **Action Items Summary:**

- Get a quote for adding weed control to our present mowing contract with Premium Landscaping Services. (John Foley)
- Organize the HOA Records. (Jeffrey Lins)
- Sign up via the new HOA Website (all Board members)
- Prepare a letter for the homeowner of 8916 Arley Drive, notifying them of their non-compliance with the WKHOA Covenant. (Jonathan Clough & Michael Graves)