

Rocking R Board of Directors Meeting  
Minutes  
November 17, 2014 6:00pm

**Board Members in attendance:** Britt Madison, Kellie Palm, William (Bill) Miles, and Derek Jones. Heather Barajas, HOA Administration, Absent: George Peterson

1. **Call meeting to order at 6:00 pm** by Britt Madison
2. Approve the Minutes for October 13, 2014 Board Meeting-The meeting minutes were reviewed, Kellie made a motion to approve Derek 2<sup>nd</sup> the motion, motion carried
3. Treasure Report-Kellie-Heather will send Kellie the monthly P&L-Cash and Balance Sheet-Accrual one week prior to the Board meeting. The 2015 Budget will be drafted and finalized at the next Board meeting.
4. Old Business;
  - a. PO Box, saw on receipt where Jeanie's name was on it. Taken care of.
  - b. Web Site – Need to send Luke the power point off of the HOA computer. Kelli has the association computer so she will send it to Luke.
  - c. CCR Committee – update-Britt asked Gary and he declined. Derek knows of some neighbors that may want to join and will talk with them some more. Britt would like to have 4 people on the committee.
  - d. Architect Committee – Non Compliances-Currently there is not a template. Kellie will create a template. Letters will be sent this year to owners that are not in compliance. Discussion about trees and sheds. A letter will be sent back to the complainant with the Board's decision.
  - e. Tree Removal Bids – Kellie called a couple of places, however she only received one response. There are a total of 16 aspen trees to be replaced. There are 2 trees that are very small, the trees are Scandinavian Aspen. There are 6 trees on Wyoming, 8 trees on Maple and 2 trees on Buckles. Grace Tree Service bid is \$1645.00, which will be used when determining the budget. The fee is to remove the trees only. Kellie will ask for an average cost for installation and trees. Discussion about species of trees, Bill suggested Hawthorne trees.
  - f. Binders – Heather-Completed. Average cost was about \$25 per binder
  - g. Letter to Previous Complaint-Sent, non compliance on Cattle Dr, George will be asked to draft a letter to the complainant.
  - h. Lot review from Derek, Poorman findings-Scott determined that the owners have a responsibility to maintain their lots and owners do not pay assessments until a house is built. The Board reviewed the letter regarding snow removal from sidewalks. Heather made the suggested changes. Heather will send the letter to all lot owners. Access to association documents and records-It is at the determination of the Board whether or not documents are sealed. If the bids are not sealed, all vendors must be approached and they must give their approval to give out the bid information. Conflict of interest was addressed as well. Scott thinks the association should adopt a conflict of interest policy, he provided an example. Which Derek provided to the Board members. The Board & the CC&R Committee will review the document. Discussion regarding Stonecreek HOA common area maintenance. MRM Development Corp handles the HOA, the Board could send a letter if need be. Scott also suggested a fee structure for non compliance.
  - i. Neighborhood watch signs.- \$185, location-completed and put up. One sign was placed near Rocking R and Buckle should be moved a little off to the side. The city installed the signs.
5. New Business
  - a. Common area cleanup-Fall clean up is completed. A ballast was ordered and replaced, Bill will contact Avista regarding 2 lights that are out.

- b. Snow removal letter to vacant lot owner-Completed and Heather will send
  - c. Contact Hard to Scape on snow removal-Derek has contacted Hard to Scape and they are ready to go when it starts snowing.
  - d. 2015 Budget, finalize at December meeting-Derek talked with Scott Poorman and the cost for CC&R revision will be around \$3,000.00 if the Board has the changes prepared.
  - e. HOA Management Company-Timelines-Heather will email the Board meeting minutes to the Board within one week of the meeting. Send letters to the Board prior to sending. More timely completion of tasks.
  - f. Monthly letter, or get meeting minutes posted within a week after meeting to show date of next meeting. Maybe combine with neighborhood watch. Derek made a motion to table posting the meeting minutes prior to approval. Sending an update-Britt suggested a quarterly update from the President of the association and post it to the website. All agreed. Heather will update Kellie with new owners. Flyer boxes-Kellie suggested taking down the boxes and selling them to local realtors. Bill received some positive comments regarding the boxes. Discussion. Kellie made a motion to remove and resell the flyer boxes, Motion will be tabled. Kellie will count the boxes and talk with some real estate agencies to see about interest in purchasing the boxes. If there is interest in purchasing the flyer boxes, Britt and Derek will remove the boxes.
  - g. Set meeting dates for Committees-Tabled
  - h. Other Business-Discussion-Insurance packet-Heather will request the policy in it's entirety
6. Set next meeting time-December 9, 2014 6:00pm at HOA Administration

Adjourn meeting-Britt adjourned the meeting at 7:20pm  
Respectfully submitted by  
Heather Barajas