



## QUARTERLY MEETING AGENDA – MEETING MINUTES

July 16, 2024 @ 7:00 pm

Virtual meeting via Zoom (6:50 check-in)

<https://zoom.us/j/91493009895?pwd=Vn4lI6Uiwc1bFhZwdHoua8bC9D5NKSi.1>

**Meeting ID: 914 9300 9895 Passcode: 053458**

**By phone: +1 669 444 9171 US or +1 564 217 2000 US**

MUST BE PRESENT VIA ZOOM ON ANY VOTING  
*Please see HOA website for Proxy Voting Form*

**1. Call to Order.** *At 7:01pm. BOD: Kesslyn, Annette, Kathleen present, Raechel and Fred absent.*

**2. Proof of Notice of Meeting.** *Mailings 10 day prior, Facebook reminders, email reminder, website updated since April, Post office sign 10 days prior*

**3. Approval of Minutes of Preceding Meetings.**

a. Minutes of Meeting held April 23, 2024

*Annette read through the meeting minutes with 2 typo corrections. Annette motioned to approve the April 23 meeting minutes, Kathleen seconded, motion carried 3-0*

**4. Reports.**

a. President – *Asked for members to get involved with the roads. There needs to be more involvement in Road Work Sessions.*

b. Vice President – *Not Present*

c. Treasurer – *Review 2nd Quarter Statements (Attachment A) – Asked for members to have more input for the success of the roads and HOA. Reviewed financials.*

**5. Waiver and Permit Requests.**

a. 2024 ANNUAL BUSINESS REGISTRATION APPROVAL

*Swim with Britt – no member or board comments. Annette motioned to approve the business applications for Swimming with Britt, Kathleen Seconded, Motion passed 3-0.*

**6. Committee & Unfinished Business.**

- a. Road Committee (Jennifer)
  - i. Update – members, guiding document (Attachment B)
  - ii. 2024 Road Projects – *Sulfide East Loop Repair and Carbon should be seeing material in late July – Early August.*
- b. 2024 Dues and Past Dues (Jennifer)
  - i. Small Claims and Collection Agency Update – *Small Claims was successful and closed out and Collection Agency saw no progress*
- c. Road Improvement Plan (Annette)
  - i. FY25 Grant Road Work Estimate/Request for Bids- *Annette met with an Engineer and walked down the subdivision and projects. Engineer will put together a report. Taking our time getting the grant money spent wisely.*

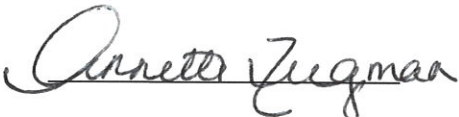
**7. New Business.**

- a. Road Contract – October 1 2024 – September 30 2025
  - i. BOD Vote on Road Contract – (Attachment C)  
*Annette motioned for the Assistant Secretary to work with contractor to create a road contract for Oct 1 – Sept 30 2025, Kathleen Seconded, board comment is that they really appreciate the forward funding of winter snow removal and starting the contract before the winter. Motion was carried 3-0.*
- b. Admin/Accounting – Assistant Secretary Contract
  - i. Discuss open job posting starting January 2025 (Attachment D)  
*Annette to work with Jennifer in posting open position.*
- c. Vacant Board Seat  
*Kesslyn is moving and there is now an open board seat. When there is a Vacant board seat it is appointed by the Board. Members interested need to submit an application to the Board. Appointed board member finishes out the remaining term. Can be appointed at a special meeting or annual meeting. Vice President fulfills the President's duties until new officers are elected by the board.*

**8. Next Meeting Date.** *December 5<sup>th</sup> 2024 – Annual Meeting at 6:00pm*

**9. Final Member Comments.** *Thanked Kesslyn for all the hard work as president!!!! Asked who the road engineer was. His name is Nils. Retired from Design Alaska.*

Tri-Valley Subdivision Homeowners Association, Inc.

A handwritten signature in cursive script, reading "Annette Ziegman". The signature is written in dark ink and is positioned above the printed name.

Annette Ziegman, Secretary