



The Bluffs Homeowner's Association Board Member Meeting

Date: February 8 & 10

Chris called the meeting to order at: 6:00 pm on *Zoom*.
Sally called the meeting to order at: 6:04 pm on *Zoom*.

Board members attending: **Tues:** Chris Patton (vice pres), Lynne Stefonik (secretary), Vivian Patton (acc), Imi Mager (acc), Laura McKee (treasurer), Linda Pacheco (ccc).

Thursday: Sally Maddocks (pres), Chris Patton (vice pres), Lynne Stefonik (secretary), Vivian Patton (acc), Imi Mager (acc), Laura McKee (treasurer), Linda Pacheco (ccc)

The last month minutes were approved by email and posted on the website.

Treasurer's Report: Laura gave the Treasurer's Report.

Treasurer's Report February 8, 2022

Treasurers' report:

Deposits: dues \$25	\$1,668.60
new owner transfer fee \$25	\$ 25.00
Checking Account Balance as of Feb. 7	\$2,738.53
Savings Account Balance as of Feb. 7	\$2,570.23
PayPal Account	\$ 0.00
Total Assets:	<u>\$5,308.76</u>

 **Read this month's Agenda from the Time Line:**
(Welcome packets?)
-Second notice late dues letters should be sent out.

CCC Report:

1.) Covenant Complaints were received by the Bluffs HOA Board since their last meeting. The complaints all involve trailers or recreational vehicles that were not moved from the property after October 1, 2022. The following addresses were included in the complaints:

1. 2845 Avondale Drive- Utility Trailer in the Driveway
2. 2720 Avondale Drive- Utility Trailer on the side of the Driveway
3. 2870 Valencia Road- Water Trailer and 2 Vans on side of the House
4. 4375 Winding Circle- Utility Trailer in the Driveway
5. 4470 Whispering Circle N- Boat, Utility Trailer, Cab over Camper in the driveway
6. 4433 Whispering Circle S Cul-de-Sac- Travel Trailer on the side of the House
7. 4443 Whispering Circle S Cul-de-Sac- Utility Trailer on the side of the House
8. 2705 Bermuda Cr- Camper at the side of the garage

After discussion, the HOA Board decided that the most appropriate thing to do to address these Covenant violations is to send a *First Notice* letter to the residences involved. This letter will ask the residents to comply with the covenants, properly store, and remove the vehicle from their property no later than 15 days from the postmark of the *First Notice*.

After 15 days a continuing violation or act of noncompliance may result in:

1. A suspension of a Member's voting rights in the Association.
2. An imposition of a fine of up to \$50.00 per occurrence.
3. The exploration of judicial action against the Member.

A member receiving a letter has the right to request a hearing to appeal the Board's finding of a covenant violation or act of noncompliance. The request must be in writing and received by the HOA Board within 5 days of the date of the *First Notice*. If the Member fails to make a timely request for a hearing, the Member waives the right to a hearing.

In addition, the HOA Board also received an application for a variance for a travel trailer on 2850 Avondale Drive. The variance requested permanent storage of a trailer on the resident's property.

After discussion, the HOA Board voted unanimously to deny this variance. The Bluffs HOA Board allows trailers/recreational vehicles to be parked in view on a resident's property, as a courtesy, from Memorial Day to October 1. Summer vehicles must be stored out of view or off HOA properties.

ACC Report:

A written complaint was received for 2760 Avondale Drive. Their request for a change in their exterior paint was approved by the ACC Committee, based on information received. The complaint stated that the result of the exterior painting did not correspond to what was approved.

After discussion, the HOA Board decided that no action would be taken as a result of this complaint for the following reasons:

1. The neighbors directly in front of and off to the side signed off on the paint colors and have not complained.
2. The complaint was made 6 months after the house was painted.
3. The complaint was made by someone down the street from the house.



Read next month's Agenda from the Time Line

1. Periodic Report has already been renewed.
2. File tax return with IRS.
3. Send third-notice late dues letters.

Procedural reminder:

Review that decisions, correspondence and process follow the “Dispute Resolution and Responsible Governance Policies”.

All correspondence with Homeowners **MUST USE THE OFFICIAL BLUFFS HOA
STANDARD LETTERS AND NOTICES
ON FILE WITH THE SECRETARY**

This procedure will ensure that all pertinent information is conveyed, and that all Legal Responsibilities are fulfilled.

Procedural reminder:

Section 3. QUORUM.

A simple majority of the ten (10) Directors/Committee Members shall constitute a quorum for transaction of business. Every act or decision made by a majority of the Directors/Committee Members present shall be regarded as an act of the Board.

ACC & CCC can still make decisions at a non Quorum meeting since they make their own determinations. A board vote is not required.

Secretary: Post the approved minutes of the previous month on the web site.

The board motioned and seconded to unanimously approve all actions and activities of the ACC and CCC committees: Chris made the motion and Linda seconded the motion. The affirmative vote was unanimous.

The next board meeting: Monday, March 7, 6:00 pm, at Sally's house.

Meeting adjourned by consensus at: 7:23 pm

Respectfully submitted,
Lynne Stefonik