



### **The Bluffs Homeowner's Association Board Member Meeting**

**Date: May 13, 2022**

President Chris Patton called the meeting to order at: 6:13 pm at the home of Vivian Patton.

Board members attending: Chris Patton (pres), Lynne Stefoni. (secretary), Vivian Patton (acc), Laura McKee (treasurer), Dave Linebaugh (ccc), Linda Pacheco (ccc), Imi Mager (acc), Brad Collins (acc)

Guest: Nick Chavarria

The last month minutes were motioned and seconded for approval by: Vivian and Brad

#### **Treasurer's Report:**

**\$747.00 collected dues** (15 residents have *not* paid their dues.)

**\$4,038.00 in checking account**

**\$2,570.00 in savings account**

**\$347.00 in PayPal**

#### **Read this month's Agenda from the Time Line:**



- Termine Yard Sale Dates
- Discuss Annual Meeting and Barbecue
- Deliver Welcome Packets

**ACC report:** A shed that is built on Whispering Circle and two fences that will be built on Valencia were approved by the Committee.

**CCC report:** 11 letters were sent out on April 21, 2022, to residents that did not store their trailers off of their property during the winter, 2022. Trailers need to be moved by October 1.

(This requirement starts on October 2 and is considered the 1<sup>st</sup> occurrence of an infraction, if a trailer is *not* moved. Another letter will be sent 15 days later and is considered the 2<sup>nd</sup> occurrence, if a trailer still is *not* moved. Another letter will be sent 15 days later and be considered the 3<sup>rd</sup> occurrence, if a trailer is *not* moved. Fines and loss of voting privileges can be imposed on a resident 15 days after the 3<sup>rd</sup> occurrence, according to HOA policies.

#### **Old Business:**

-Animals including a rooster (not allowed), a pair of coyotes, and foxes, have been reported in the Bluffs Neighborhood. Residents need to protect small pets.

-A Committee to go over the Bluffs HOA Bylaws should be assigned. Volunteers for this committee will be recruited at the Annual Meeting.

-A location is needed for our Annual Meeting and Barbecue. Brad mentioned that Fervent Church may be available.

-Lynne will send an email to residents asking if they intend to participate in the Bluffs garage sale. Participation has not been high during the past few years. Recommended dates for this sale are August 27 & 28, 2022.

**New Business:** Renee Franks, Tom Zwirlein, and Nick Chavarria have volunteered for a Board Position. The election for Board Members occurs at the Annual Meeting and new officers start in January, 2023.

**Read next month's Agenda from the Time Line:**

-Decide on a location for the Annual Meeting and Barbecue.

**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. (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 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.*

*A copy of the minutes, treasurer's report, ACC & CCC Request forms should be saved online or in the appropriate notebook.*

*Approved minutes should be posted on the web site.*

**The board approved by consensus the actions and activities of the ACC and CCC committees.**

**The next board meeting** will be held at Imi's house on June 1, 2022, at 6:00 pm. The meeting was adjourned by consensus at 7:45 pm.

Respectfully submitted,  
Lynne Stefonik

Secretary