

The Bluffs HOA Meeting Minutes

Date: April 16, 2025

Time: 6:00 pm

Location: Michelle's house

1. Call to Order

- **Time:** 6:02 pm
- **Members attending:** Lynne Stefoniak, Jeremiah Johnson, Michelle Cordial, Tom Zwirlein, Tom Thorson, Jenna Johnson, Vivian Patton, Mike Brown, Deborah Williams, Brad Collins (guest)
- **Quorum established:** Yes

2. Approval of Previous Minutes:

- **Motion to approve:** Jeremiah **Seconded by:** Michelle
- **Motion -carried**

3. President's Report:

- **Summary of key updates, ongoing projects, and any Board initiatives:**
 - Jeremiah is working on updating the website and checking out the best option for software. The HOA is coming to the end of the *Go Daddy* subscription.
 - *Bylaws* for the HOA were discussed. The *HOA Bylaws* were approved in 2024 by the *Bluffs HOA Board*. This copy can stand alone and should be used to inform HOA residents. A 3-page summary of these *Bylaws* was also discussed.
 - It would be time-consuming to go article by article in the *Bylaws* to edit them. Much of the new *Bylaws* are very similar to the older ones.
 - The Board determined that the most important goal was to make sure that the residents of the Bluffs understand all parts of the *Bylaws* before they are voted on at the Annual Meeting. This communication should include discussion with residents to adapt and include their comments on

HOA management. An *Ad Hoc* meeting for discussion on contents of the *Bylaws* may be necessary to get input from the membership. *Bylaws* should also be sent out to residents in pieces so that people can understand them a little at a time.

- **Upcoming events or matters needing attention:**
 - There will be an HOA BBQ on Saturday, May 17, 4:00 pm. We will have burgers and hot dogs on the grill. If they want to, residents may pitch in a few dollars to cover burgers and hot dogs. The BBQ will be held at 4358 Winding Circle.
 - Michelle shared a 2025 calendar containing dates for meetings and newsletters. The Board appreciated this calendar and discussed making additions to it.

4. Treasurer's Report

- **Total Income and Beginning balance:** \$4,718.93
- **Cap so we don't pay taxes:** \$10,000
- **Total Operating expenses:** 1,625.00
- **Total Administrative expense:** \$465.00
- **Total Insurance expense:** \$1,450
- **Total expenses:** \$3,540.00
- **End of year Balance (projected or actual):** \$1,178.93
- **Checking Account Balance:** \$4,118.38
- **Prepaid dues:** \$850.00
- **Unrestricted savings:** \$3,720
- **PayPal Balance:** \$100
- **Total all accounts: \$7,938.96**
- **Updates on assessments, dues, outstanding payments and financial planning-**
All residents have paid HOA dues.

5. Covenant Compliance Committee (CCC) Report

- The rules governing RV's will be enforced on October 1, 2025. With the turmoil in the HOA last year, some of the goals governing RV's in the neighborhood were not enforced but they will be beginning in October 2025.

6. Architectural Control Committee (ACC) Report

- Fences and sheds must be approved by the ACC. Simple instructions regarding Covenants must be sent out to residents so that communication is clear. Forms for approval need to be made available and the Committee will not investigate violations to Covenants but only respond to complaints on these forms.

7. Old Business (Follow-up on Issues from Previous Meetings)

- Residents should be surveyed to see if they have interest in participating in a garage sale. A date for this sale was discussed, but August seems to be the best time.
- A newsletter, "The HOA at a Glance," is being composed for residents and will be sent out by email. This newsletter can contain information on covenants, rules, regulations, and current events. Six residents need printed copies. Michelle mentioned that she may be able to do printing for the HOA if she is reimbursed for toner.

8. New Business (Discussion on New Agenda Items or Proposed Actions)

9. Open Forum (Time for Homeowners to Voice Concerns, Questions, or Suggestions)

10. Next Meeting: Wed., May 14, 6:00 pm, Michelle's house

11. Adjourn: Motion approve: Michelle Seconded by: Jeremiah
Time: 7:45 pm