

**Huntwyck Village Homeowners Association**  
**MONTHLY BOARD MEETING MINUTES**  
**3/20/2019**

**I. The Meeting was Called to Order at 7:12 p.m.**

Present were:  Dave Simko                       Gay Huff                       Charlene Popik  
 Debbie Lang                       Louann Huffman

A Quorum was  Present       Not Present

**II. Comments from Members in Good Standing**

The Board heard from homeowner \_\_\_\_\_ related to:

**III. Approval Meeting Minutes**

A. Approval of Minutes of the Board Meeting held on **2/20/2019**:  
**ON MOTION DULY MADE BY DAVE SIMKO, SECONDED BY CHARLENE POPIK, IT WAS RESOLVED THAT** the Minutes of the Board Meeting held on **2/20/2019** be approved.  
 Motion Carried 4 For 0 Against 0 Abstention

**IV. Treasurer's Report – (Louann)**

A. Cash on Hand as of **3/19/2019**:

|                     |                     |
|---------------------|---------------------|
| • Checking          | \$ 27,361.50        |
| • Savings           | \$ 44,240.27        |
| • Office Petty Cash | \$ 50.00            |
| • <b>Total</b>      | <b>\$ 71,651.77</b> |

B. **February Profit and Loss 2/28/2019:**

|                  |              |     |              |
|------------------|--------------|-----|--------------|
| • Total Income:  | \$ 10,570.56 | YTD | \$ 34,794.71 |
| • Total Expense: | \$ 6,673.02  | YTD | \$ 15,945.39 |
| • Net Income:    | \$ 3,897.54  | YTD | \$ 18,849.32 |

C. **February Financial Statement**

|                                 |               |
|---------------------------------|---------------|
| • Total Cash:                   | \$ 75,735.02  |
| • Total Assets:                 | \$ 537,168.50 |
| • Total Liabilities and Equity: | \$ 537,168.50 |

**Note: Unanswered questions regarding last month's reports were subsequently researched and answered.**

D. Bank Statement Reconciliation of **2/28/2019**:

|               |              |
|---------------|--------------|
| • Checking:   | \$ 32,061.12 |
| • Savings:    | \$ 44,240.27 |
| • Total Cash: | \$ 76,301.39 |

**Effective 12/31/18** – As of this meeting, two checks have not yet been deposited. One was issued on December 31, 2018 and a second on January 21, 2019. The first is a check is on the way to being 90 days outstanding before having to be reissued. The second is a check was issued on January 21, 2019, which will be deposited next week.

**ON MOTION DULY MADE BY DAVE SIMKO, SECONDED BY DEBBIE LANG , IT WAS RESOLVED THAT** the Treasurer’s Report be accepted.

Motion Carried 4 For 0 Against 0 Abstention

**V. Delinquent Assessments (Dave)**

A. Total Delinquent Members, current and previous, as of 3/18/2019:

Accounts 247 Total Owed: \$254,920.69

B. Less Presently Uncollectable:

Accounts 38 Total Owed: \$41,506.95

C. Total Collectable Assessments:

Accounts 209 Total Owed: \$213,413.74

NOTE: Not copying Presently Uncollectable Report until another change occurs.

**VI. Collection Efforts to Date (Dave)**

A. 8 Liens cancelled since 2/20/2019 in the amount of \$2,133.00

Grand Total: 28 liens cancelled since 1/1/2019 totaling \$7,426.28

B. 14 accounts are on a Payment Plan Agreement with balances totaling \$11,761.56

C. The Attorney continues the process of obtaining a Judgment, Judgment Debtor Rule, Garnishment or an Active Bench Warrant for 2 accounts, owing \$6,156.43. Dave disputes this because she is not returning emails. She is not responding to any of the Association’s requests.

D. Delinquent Collection Efforts by year and to date:

|      |                    |
|------|--------------------|
| 2012 | \$18,055.95        |
| 2013 | \$33,178.99        |
| 2014 | \$54,489.36        |
| 2015 | \$46,862.94        |
| 2016 | \$46,176.03        |
| 2017 | \$38,379.30        |
| 2018 | <u>\$48,104.61</u> |

Total collected over a seven year period: \$285,247.18

**ON MOTION DULY MADE BY DEBBIE LANG, SECONDED BY CHARLENE POPIK, IT WAS RESOLVED TO** suspend, or to continue to suspend, the rights of any Member owing more than \$50.00 from a prior year, to vote, OR to use any of the Facilities OR Amenities of the Association.

Motion Carried 4 For 0 Against 0 Abstention

**VII. Deed Restrictions (Charlene)**

A. Total Deed Restriction Letters sent as of 3/12/2019

| <b>1<sup>st</sup> Letters</b> | <b>2<sup>nd</sup> Letters</b> | <b>3<sup>rd</sup> &amp; Final</b> | <b>Sent to the Attorney</b> | <b>Sent to Court</b> |
|-------------------------------|-------------------------------|-----------------------------------|-----------------------------|----------------------|
| <u>28</u>                     | <u>6</u>                      | <u>1</u>                          | <u>4</u>                    | <u>1</u>             |

B. Fines Levied this year - \$275.00

C. Fines Paid from this year, or from a previous year - \$579.26

D. Louann has challenged the amount of \$579.26 in VII. C. She will investigate and report back in the next 30 days.

E. Fines still owed from this or a previous year- \$5,905.67

F. We are waiting for a Court date for issues regarding Lot 414. When received, Dave will notify Charlene for a meeting to discuss a plan going forward.

**ON MOTION DULY MADE BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, IT WAS RESOLVED TO Send\_\_ (Lot # \_\_) Long Term Deed Restriction Violators to the attorney for legal action. i.e., a Demand Letter, the cost of which, to include postage, will be duly levied against the Member's account.**

Motion Carried \_\_\_\_\_ For \_\_\_\_\_ Against \_\_\_\_\_ Abstention

**ON MOTION DULY MADE BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, IT WAS RESOLVED TO Send\_\_ (Lot # \_\_) Long Term Deed Restriction Violators to Court, the cost of which to include Court Fee's, Attorney Fee's, and/or any other related charges, will be duly levied against the Member's accounts.**

Motion Carried \_\_\_\_\_ For \_\_\_\_\_ Against \_\_\_\_\_ Abstention

**ON MOTION DULY MADE BY CHARLENE POPIK, SECONDED BY DAVE SIMKO, IT WAS RESOLVED TO** continue to suspend the rights of any Member who has been sent a 2<sup>nd</sup> or subsequent Deed Restriction Letter and has failed to take corrective action within the time frame allotted, to vote or to access any of the facilities or amenities provided for by the Association.

Motion Carried 4 For 0 Against 0 Abstention

**(Continued on Next Page)**

### VIII. Old Business

A. Sheriff's Patrol - **(Dave)**

| <b>02-19-19 – 03-19-19</b>                   | <b>STOPPED</b>           | <b>CITED</b>          |
|--|--------------------------|-----------------------|
| Traffic Stops:                               | <b>15</b>                | <b>6</b>              |
|  | <b><u># of Calls</u></b> | <b><u>Reports</u></b> |
| Suspicious Persons/Vehicle:                  | <b>0</b>                 | <b>0</b>              |
| 911 Calls:                                   | <b>1</b>                 | <b>0</b>              |
| Alarms:                                      | <b>0</b>                 | <b>0</b>              |
| Other Calls for Service and/or<br>Flag Downs | <b>2</b>                 | <b>0</b>              |

B. Sheriff's Sales: **(Dave)** None scheduled through 05-04-19

C. DRO Court Date: **(Charlene)** – Updated

D. QuickBooks Sunsetting/Replacement: **(Dave)** - Tabled

E. 2019 General Membership Meeting: **(Dave)** All nine seats are available since Jeri's resignation. If there is no Quorum for the General Membership Meeting on March 23<sup>rd</sup>, 2019, a Town Hall will take place.

### IX. New Business **(Dave)**

A. New Bankruptcy Filings/Discharges: **None**

B. New Bad Debt Write-offs/Recovery: **None**

**ON MOTION DULY MADE BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, IT WAS RESOLVED TO** write off \_\_\_ account to Bad Debt Write-offs for **\$0.00**  
Motion Carried \_\_\_\_\_ For \_\_\_\_\_ Against \_\_\_\_\_ Abstention

C. New Global Credits: **None**

**Note- Not printing/copying report any longer.**

D. New Arbitration/Judgments requested/obtained: **None**

E. New Presently Uncollectable: **None**

**ON MOTION DULY MADE BY \_\_\_\_\_, SECONDED BY \_\_\_\_\_, IT WAS RESOLVED TO** move \_\_\_ additional account with balance totaling **\$0.00** to the Presently Uncollectible account due to the status of the account.  
Motion Carried \_\_\_\_\_ For \_\_\_\_\_ Against \_\_\_\_\_ Abstention

F. New JD Rule, and or Garnishment Initiation: **(Dave)** – None

G. Board Member Mileage Reimbursement: **(Dave)** – None

H. Reports for Monthly Board Meeting: **(Louann)** – Discussed

- I. Lawn Contract: **(Dave)** – Copies of the Lawn Contract were distributed and are due April 12<sup>th</sup>.
- J. Pool Badge Instructions: **(Dave)** – The new pool badge program did not configure with our current program. All the photos had to be moved over manually. All the old owners and tenants remaining on the system need to be purged from the system. Gay will train the Office Manager and the Pool Supervisor on the new system, to include how to create new pool badges.
- K. Office Administrator: **(Dave)** – Marcia has resigned her position effective March 29, 2019. The new Office Administrator, Felicia, started on March 18, 2019, and is on a 30 day probationary period.
- L. The new office hours are:
  - Monday and Tuesday, 12 Noon until 4 p.m.
  - Wednesday, 10 a.m. until 4 p.m.
  - Thursday 12 Noon until 4 p.m.
- M. 2018 Liens: **(Dave)** – Voting of which 2018 Liens will be filed the week of April 22, 2019, will take place at the April 18<sup>th</sup> meeting.
- N. D/R Activity from April of 2013 through March 12th of 2019: **(Dave)** – Discussed

**X. Committees**

- **Architectural Control: (Dave)** - Continue to Approve Reports for Solar Panels, sheds, concrete work, Composite fences, etc.
- **Parks and Safety: (Dave)** - Broken chains not replaced to date
- **Pool and Facilities: (Dave)** – Currently accepting applications for a Pool supervisor and Life Guards
- **Lawn and Garden: (Louann)** – The Mardi Gras decorations were removed from the front entrance and a new Spring wreath was donated by Lot 292 and installed. Gay approved the money for the Spring/Summer plantings at the front entrance. The two gardens at the pool have been weeded.
- **Welcome: (Louann)** - “Welcome” packets being mailed to New Homeowners. Louann advised there is an App that can be accessed on a cell phone regarding homes for rent and for sale. This information can be transferred electronically to the office, so that physically touring the subdivision can be eliminated.
- **Huntwyck Herald: (Dave)** - March/April will be a combo issue which will contain the pool applications
- **Recreation: (Dave)** – Due to lack of personnel, volunteers and funding, there will be no Easter Egg Hunt or Community Clean Up this year
- **Website Coordinator: (Dave)** – As of the Board’s last meeting in February, the website has not been updated

- **Board Oversight** - No Committee - No Report
- **Deed Restriction: (Charlene)** – See VII. A
- **Budget** - 2019 Budget approved in November, and posted to our Web Site
- **Nomination: (Debbie)** – See VIII. E
- **Neighborhood Watch** - No Committee - No Report

**XI. Comments, Concerns, etc., from Members in Good Standing**

The board heard from \_\_\_\_\_ related to.

The board heard from \_\_\_\_\_ related to.

The board heard from \_\_\_\_\_ related to.

**XII. Next Meeting**

The next Board of Directors Meeting is currently scheduled for **WEDNESDAY, 4/17/2019**, at **7:00 p.m.** at the Association Office.

**XII. Adjournment**

There being no further business, **ON MOTION DULY MADE BY DAVE SIMKO, SECONDED BY LOUANN HUFFMAN**, the meeting was adjourned at **8:34 p.m.**

Motion Carried 4 For 0 Against 0 Abstention

\_\_\_\_\_  
Secretary - Debbie Lang

\_\_\_\_\_  
Date

\_\_\_\_\_  
President - Dave Simko

\_\_\_\_\_  
Date