

Huntwyck Village Homeowners Association

MONTHLY BOARD MEETING MINUTES

12/19/2018

I. The Meeting was Called to Order at 7:11 p.m.

Present were: Dave Simko Gay Huff Charlene Popik Jeri Keating
 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 10/17/2018:

**ON MOTION DULY MADE BY DAVE SIMKO, SECONDED BY GAY HUFF, IT
WAS RESOLVED THAT** the Minutes of the Board Meeting held on **10/17/2018** be approved.
Motion Carried 5 For 0 Against 0 Abstention

B. Approval of Minutes of the Special Board Meeting held on 11/10/2018:

**ON MOTION DULY MADE BY DAVE SIMKO, SECONDED BY GAY HUFF, IT
WAS RESOLVED THAT** the Minutes of the Special Board Meeting held on **11/10/2018** be approved.
Motion Carried 5 For 0 Against 0 Abstention

NOTE - The Board Meeting for November 2018, did not take place.

IV. Treasurer's Report – (Louann)

A. Cash on Hand as of 12/18/2018:

• Checking		\$ 16,102.91
• Savings		\$
34,235.50		
• Office Petty Cash		\$
50.00		
• Total		\$ 50,388.41

B. November Profit and Loss 11/30/2018

• Total Income:	\$ 15,407.65	YTD	\$ 112,786.61
• Total Expense	\$ 5,784.08	YTD	\$ 127,597.84
• Net Income:	\$ 9,623.57	YTD	\$ -14,811.33

C. November Financial Statement

• Total Cash:	\$ 51,636.59
• Total Assets:	\$526,052.47
• Total Liabilities and Equity:	\$526,052.47

D. Bank Statement Reconciliation of 11/30/2018

• Checking:	\$ 18,630.08
• Savings:	\$ 34,235.50
• Total Cash:	\$ 52,865.58

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

Motion Carried 5 For 0 Against 0 Abstention

V. Delinquent Assessments (Gay)

A. Total Delinquent Members, current and previous, as of 12/17/2018:

Accounts: 192 Total Owed: \$265,687.68

B. Less Presently Uncollectable:

Accounts 38 Total Owed: \$41,506.95

C. Total Collectable Assessments:

Accounts 154 Total Owed: \$224,180.73

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

VI. Collection Efforts to Date (Gay)

A. 14 liens cancelled since 10/17/2018 in the amount of \$5,489.41.

Grand Total: 70 liens cancelled since 1/1/2018 totaling \$24,256.02.

Note: For 2018, we budgeted to cancel 100 Liens and thus recover \$16,600.00 in Assessments owed from 2017, or a previous year. To date, we have cancelled 70 liens, and recovered \$24,256.02 (+\$7,656.02).

B. 13 accounts are on a Payment Plan Agreement with balances totaling \$10,629.83.

C. The Attorney continues the process of obtaining a Judgment, Judgment Debtor Rule, Garnishment or an Active Bench Warrant for 3 accounts, owing \$9,500.71. As of 10/17/2018 there were an additional 34 accounts remaining on HOLD at the Attorneys office, owing \$66,188.55 at the time they were sent to the Attorney. There are currently no additional accounts on hold with our Attorney.

ON MOTION DULY MADE BY GAY HUFF, SECONDED BY DEBBIE LANG, 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 5 For 0 Against 0 Abstention

VII. Deed Restrictions (Dave)

A. Total Deed Restriction Letters sent as of 12/11/2018:

1 st Letters	2 nd Letters	3 rd & Final	Sent to the Attorney
<u>182</u>	<u>62</u>	<u>29</u>	<u>12</u>
=	=	=	=

- B. Fines levied this year: **\$2,900.00**
- C. Fines paid from this year, or from a previous year: **\$1,808.02**
- D. Fines still owed from this or a previous year: **\$6,235.74**
- E. 280 Deed Restrictions Letters were sent in 2018 to 151 Homeowners of which 45 properties were rentals.
- F. The last Deed Restriction Inspection for 2018 was 12/09/18. Inspections will continue in January 2019.

ON MOTION DULY MADE BY DAVE SIMKO, SECONDED BY GAY HUFF, IT WAS

RESOLVED TO SEND 3 (Lot #s 056, 213 & 414) 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 5 For 0 Against 0 Abstention

ON MOTION DULY MADE BY DAVE SIMKO, SECONDED BY DEBBIE LANG, IT WAS

RESOLVED TO continue to suspend the rights of any Member who has been sent a 2nd 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 5 For 0 Against 0 Abstention

VIII. Old Business

A. Sheriff's Patrol: (Dave)

10-17-18 – 12-18-18	STOPPED	CITED
Traffic Stops:	<u>30</u>	<u>12</u>
Suspicious Persons/Vehicle:	<u>1</u>	<u>0</u>
	<u># of Calls</u>	<u>Reports</u>
911 Calls:	<u>3</u>	<u>0</u>
Alarms:	<u>2</u>	<u>0</u>
Other Calls for Service:	<u>7</u>	<u>0</u>

B. Sheriff Sales – **Dave**:

Lot # 081 on 12-12-18 was stopped on 12-11-18

Lot # 309 on 01-30-19

Lot # 630 on 01-30-19

C. 2019 Budget - **Dave** – **Approved at Special Meeting on 11-10-18**. Will be posted to the website this month.

D. Meeting with Association Attorney – **Gay** – Gay met with our Attorney, Bailey Morse on Monday, December 10, 2018 at 10 a.m. A synopsis of that meeting is attached hereto and made a part of these Minutes.

X. New Business

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 - 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 – Gay – None

G. Board Member Mileage Reimbursement - Dave - None

H. Future Events Planning – Louann – Louann presented a potential list of events for the Board to host for the Homeowners. The events agreed upon are: Easter Egg Hunt; Night Out Against Crime, Best Halloween Decoration; Best Christmas Decoration; The Santa Parade. Money has been allocated for these events. A coordinator from the Board will be appointed going forward.

- I. Mail box versus P. O. Box – Louann – A discussion was had regarding discontinuing the use of the post office box to reduce costs. No motion was made. The post office box will continue to be utilized.
- J. Finances/Budgeting – Dave – Dave put forth a Motion to removed \$10,000 from the checking account and put it back into the savings account on Monday, December 24, 2018. The Motion was not seconded.
- K. Where Does Your Money Go For 2019 – Dave - A list was generated regarding what the Board is actually spending money on. That list is attached hereto and made a part of these Minutes.
- L. Santa Returns to Huntwyck - Gay – On December 15, 2018 at 3 p.m., Fire District Station No. 12 escorted Santa Clause through the Subdivision. Lots of children were very surprised. Santa and the Firemen handed out candy and lots of cheer. A letter of thanks will be sent to Station 12 and Huntwyck will deliver dinner to the shift that provided this wonderful service.
- M. Pool/Badge/New Software - Gay – The new software program for the badges would not import the photographs. It turns out the photos have to be imported manually. Marcia is taking care of this as time permits.
- N. Cold Weather Plan - Dave – In case of freezing weather (below 32°), Kevin, Josh, Marcia, or Dave will be responsible to turning the water input devices on trickle to both large pools, and the hose located by the back door to the office.
- O. Office Administrator - Dave – Marcia wrote three new Homeowners' Collection letters and they were very successful in obtaining outstanding Homeowner dues and setting up new payment plans for delinquent accounts.

**ON MOTION DULY MADE BY DAVE SIMKO, SECONDED BY DEBBIE LANG, IT
WAS RESOLVED THAT** effective January 1, 2019, the Office Administrator's salary will be increased by \$0.50 per hour.

Motion Carried 5 For 0 Against 0 Abstention

- P. 01/09/2019 - Dave – There is a hearing scheduled for January 9, 2018, at 8:30 a.m., at 22nd JDC in Covington. This is regarding an incident which took place on October 28, 2018 between Charlene and a Homeowner. A Sheriff's Deputy, Charlene, Dave, and Gay met on November 2, 2018, to discuss said incident. Dave and Gay observed, but did not participate in the discussion. After the discussion between the Deputy and Charlene, Charlene was issued a citation for careless operation of a vehicle, and hit and run. Charlene was in the course and scope of her duties as a Deed Restriction Officer at the time of the incident. Charlene is represented by her own counsel. The Board agreed on November 2, 2018, to pay for her attorney's fees and expenses should our insurance company fail to do so. Dave has requested that all Board Members attend this hearing to support Charlene.
- Q. Correspondence received from IRS – Gay – Received a penalty letter from the IRS because the Board was not paying monthly (we have always paid quarterly). Gay will call the IRS on December 20, 2018 to straighten this out. This is obviously a mistake as no notice was ever received from the IRS regarding this issue.

X. Committees

- Architectural Control** - Continue to Approve Reports for Solar Panels, sheds, concrete work, Composite fences, etc.
- Parks and Safety** – Inspected. All problems with the park in the 300 block of Queen Anne were resolved. There were three incidents in the medians along the main entrance. One, a vehicle exiting the subdivision at the second median, and another vehicle exiting the subdivision at the first median, where the drivers jumped the curb and hit pine trees. The Third incident took place at the first median entering the subdivision where a driver jumped the curb and ran over a crepe myrtle tree.
- Pool and Facilities** - Inspected
- Lawn and Garden** - Gardens - The proposal for the FFA to tend the gardens did not come to fruition.
- Welcome** – Jeri continues to mail/deliver “Welcome” packets to New Homeowners
- Huntwyck Herald** - October issue posted on Website. Nov/Dec by EOY
- Recreation** - No Committee - No Report
- Website Coordinator** - All up to date
- Board Oversight** - No Committee - No Report
- Deed Restriction** - See VII. A.
- Budget** - 2019 Budget approved in November, and will be posted to our Web Site, this month along with a copy of “Where Does Your Money Go For 2019?”
- Nomination** - March 2019
- 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 **1/16/2019**, at **7:00 p.m.** at the Association Office.

XIII. Adjournment

There being no further business, **ON MOTION DULY MADE BY DAVE SIMKO, SECONDED BY GAY HUFF**, the meeting was adjourned at 8:37 p.m.
 Motion Carried 5 For 0 Against 0 Abstention

Secretary - Debbie Lang

Date

President - Dave Simko

Date