



Harbor Point Board Meeting Minutes

Date: January 20, 2025

Time: 5:30 PM

Location: Sullivant's home

Present: Bob Durrant, Karen Dowd, Beth Sullivant, Glennis Parker, Cindy Key, Cheri Durrant, and Mike Sullivant

Absent: Alice Brumback and James Hux

President – Bob Durrant

Call to Order & Quorum Status Roll Call

- Bob called the meeting to order, and a Quorum is present.

Secretary Update – Beth Sullivant

- The minutes from the September Board meeting were previously approved electronically.
- The minutes from the October HPPOA Member meeting were reviewed. Cindy Key made the motion to approve the minutes. Glennis Parker seconded the motion and motion carried.
- Beth asked if the Work Plan document was helpful and if the group wanted to continue with it. All members indicated that they did want to maintain this as it helps keep us on task and not let things get forgotten. Beth will continue to maintain it but needs all to send her their updates.

Treasurer Update – Karen Dowd

- Karen reported that she is in the process of changing our Fiscal year from October – September to January – December.
- There was discussion as to when to mail out the due's notification. It was determined that the goal would be to mail the post cards out the middle of February.

Old & New Business – Bob and Cheri

- **ANNUAL DUES:** Bob and Cheri reviewed and discussed the feedback from the attorney regarding making HP POA dues mandatory. The attorney outlined the process that would be required to enable us to move towards mandatory dues. It was noted that we are the only subdivision that does not have mandatory dues requirements, yet we have the largest park with the nicest pavilion to maintain and the lowest annual dues. There is a small percentage of residents that pay their dues, which greatly strains our budget and burden to the small number of volunteers that we have. We will move forward as outlined by the attorney.
- **PLAY GYM update:** Will plan to construct this the middle of March when weather will be better but before the heat sets in. Cheri reported that we currently had \$1105 in donations for this project. The Lumber bid came in at \$1600 but does not include the other items needed in addition to sweat equity. The board discussed the need for additional donations. Cheri is going to send out communication via email, website etc. asking for donations so we can complete this project.

- **BOARD POSITIONS:** Bob's tenure as President ends in February and there are some other members that are timing out as well. Within the next month we will determine a replacement for the President and then subsequent board members and offices thereafter. Board discussed the challenge with getting board members and officers that want to volunteer and actively participate.
- **APPRECIATION: Bob** recognized and expressed appreciation to the Board for the tremendous amount of work that was done this year. There is so much behind the scenes work that this team has accomplished. A HUGE thank you to Karen for her work on improving and continual update to our database. It is a very manual process each year, Bob shared that he is collaborating with his nephew to see if we can improve and automate some of the process with the database and will work with Karen. Bob recognized and appreciated Monna Miller for staining the new benches at the park. They look nice.
- **PARK DRAINAGE ISSUE:** Bob and Cheri will be meeting this week with Mike and Angie at the city to discuss plans for correcting the long-standing drainage issue that has impacted the park and the resident to the left of the park.

LITTER UPDATE: Glennis reported that the next Trash Bash date will be in April. There was a discussion about the most economical way to have the dumpster brought in for the event. Cheri and Glennis were going to investigate and determine most economical options.

EVENT/VOLUNTEER UPDATE: Beth reviewed several documents that were created by request and as a tool that may be helpful going forward.

- **Volunteer list** – A list of the volunteers that had helped with events throughout 2024. We will continue to add to this list as more volunteers participate. This list does not include Board members or officers. The question is if anyone working with a volunteer, please send the info to Beth if they aren't on the list.
- **2024 Events at Harbor Point** – This lists each event with the pertinent information about the activity times, coordinators, volunteers etc. It is not as complete as it will be going forward as some of the information was not available. Going forward we will maintain this for each event. This will help us show our activities each year and people participating.
- **List of games available and some craft items we have**- info so we know what we have available.
- **Inventory of Christmas and Fall Items** – This is an inventory of the items we have stored in the attic, so we know what we have available when planning.

Cheri will be planning a Line-dancing Event at the Park. She is currently working with a dance teacher that may volunteer to assist with the event.

Cindy- Discussed the Pinnacle Ladies "club" that provides significant donations to the area for different projects. Cindy and Cheri' discussed getting together and going to meet with them. Cindy also discussed the need and possibility of setting up a buddy system for individuals that are living alone. She will continue to look into setting up a process for this for those who need it.
Welcome Packet- She is working on the packet. Is going to see what updates and information the Chamber may have for it. **Goal** is to have it complete for March 1.

Cheri- There was some discussion regarding some realtors interested in having Open Houses on a single day in Harbor Point. If this was done, we would also try and have something at the park for potential residents to be able to come visit the park. Cheri will keep us posted.

Adjourn – There being no further business Bob indicated the meeting was complete. Cindy made the motion to adjourn the meeting. Mike seconded the motion. Motion carried.

| Board Member/Officer | Action/Follow Up Items | Date to Be Completed | Date Completed |
|----------------------------------|--|--|----------------|
| Karen | Implement Resale Certificate Protocol | In place, Protocol on separate sheet on database file | Completed |
| Karen & Bob | Send Dues Reminders to residents with emails on file | Emails sent in February/March | Sent |
| Karen & Bob | Send Dues Reminders via USPS to residents that have not paid their dues. | Cards sent out late march | March |
| Maintenance | Safety fence, holes, siding, etc. | Ongoing | |
| <u>Entire Board/</u> (Cheri') | Fund Raising | Ongoing | |
| <u>Entire Board</u> | Walk the blocks-community, POA Membership, Safety | Ongoing | |
| <u>Entire Board</u> | Find new Mowers for next year Reimburse Volunteers for expenses incurred when mowing. | Bob, Cheri and Mike continue to maintain the park and other HP areas | |
| Cindy | Neighborhood Outreach (updates to be given on specific folks chosen) | Ongoing | |
| Cheri' | Work with lumber yard and donations to keep playground effort moving to fruition | Build by Spring 2024 Plans are designed Getting bids from lumber companies – about 60 days out | Tentative June |
| Cheri | Pavilion update: Working to get donations of paint for interior of the pavilion. Looking at removing linoleum floor. Looking into issue with the siding and new fans needed in the pavilion. | Summer 2024 | |
| Cheri' | Creating signage for park | 2025 | |
| Beth | Send out Action Item report monthly to Board members. Update report when updates received. | Monthly in 2024 Ongoing | |
| Beth/Mike | Plant 20 trees in the park area and flag them to protect from mowing | Completed but not growing 4/24 Replacements are on their way | |
| Bob | Install new safety signage at park | In process | |
| Bob | Grant for correcting drainage issue at the park | In process, Bob is working with Angie, the new city manager | |
| Bob | Reposition cameras at the park | By Jan 2024 | |
| Bob | Order 2 additional cameras for park | As the budget will allow or donations made for them | |

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| Bob | Review bylaws to reflect the dues increase to \$100 Review with Rakey | Part of attorney investigation | |
| Bob | Investigate signage available for HP regarding ATV vehicles | | |
| Alice | Plan a vendor event with area realtors to discuss HPPOA park and membership. Possibly work with Buck G. or Carol W. Karen and Beth will help. | Plan after completion of investigation with attorney for POA membership etc. | |
| Alice | Develop Welcome Letter | February 2024 | |
| Alice | Membership; working towards achieving 20% increase | By Fall of this year | |
| Alice/Bob/Cheri | Align Membership and President with the website | June 2024 | |
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| Glennis | Schedule Litter Pick Up events and place on Website calendar. Will plan to have dumpster on site for next POA Litter pick up. | May or June 2024 | |
| Brian | Meet with City Manager to about project for involving Ring cameras and residents. Meet with Bob to discuss further steps. | By end of 2024 | |
| Mike | Mike worked on fixing the fence where trespassers were pulling the chain link down to jump over. He tied it up with strong wire and greased the bars. Also pulled out two pilings that they were using to jump over the fence. | Ongoing work and more grease to be added | |
| Mike | Investigate the used ladder and if it will work at the pier. | June 2024 | |

UPDATES: 3/25/24, 5/13/24