

MEETING MINUTES

April 9, 2018

Heritage Hills HOA

CALL TO ORDER

- Called to order by President, Brian Pinkly at 7:00pm.
- Board Members Present: Brian Pinkly, Kevin Booker, Kory Brown, Kacey Arntz.
- Other Residents Present: Pam Booker, Clay Poslick

REVIEW OF PREVIOUS MINUTES

- Kacey reads March 2018 meeting minutes.

TREASURER REPORT

- Presented by Janie Berta, Accountant – End of March numbers.
 - Beginning \$58,711.99 Collected \$7,384.59
 - Ending Balance \$70,910.55
 - Money Market \$24,147.35
 - Has \$6,700 from Money Market to Checking been transferred? Yes, on 3/14/18 – for tree removal, grounds and gravel.
 - Has Brian Pinkly been added to account and Janet removed? Yes, on 3/14/18
 - Lien release signed for sold house at 3006 North Grant. Interest charged. New welcome letter is being sent to address.
 - Past dues \$10,429.88
 - Liens need to be placed on a number of houses.
 - How long are liens stay on?
 - \$32.59 to put a lien on.

COMMITTEE REPORTS

COVENANTS

- 2714 Wagon Trail - No one home when Kacey tried to talk to them, but police put a notice on the broken car - it was moved into driveway and most of the stuff outside the house has been put away. No further action needed at this time.
- 2084 Lantern Lane - Parking a large truck. Whenever Kacey has driven past, the truck is not there.
- 1792 Denim Lane - Numerous trucks parked in street every night. We told Greg Hook in January that we would send a letter, but no there is no record of the letter being sent. Kacey knocked on door on 3/26 to address issue, but no answer.
 - Janie to send notice.
- 2602 Wagon Trail - Trailer parked in driveway for months. Notices were sent on 12/29/2017 for the trailer and garbage cans.
 - Janie to send notice.
- 2056 Windmill Lane - Garbage cans within street view. Lots of scrap metal and other unnecessary items in front yard.
 - Janie to send notice.
- 2021 Lantern Lane - Kathy Corbin thinks a contractor working on the well has taken her brass 4-way spigot splitter. Told her we would discuss this at the board meeting and Kacey (they are neighbors) will get back to her on Tuesday.
 - No one has taken the splitter. No contractor has been instructed to touch individual spigots. This is not a housing association issue.

GROUNDS

- The mailbox at Heritage/Wagon Trail is pending
- Leaks at 2905 Candlestick, 2906 Candlestick, 1813 Denim, 1817 Denim, 2514 Wagon Trail.
- 2 faucets needing repair.

- Trees needing removed.
- Clay has been notified about cleanup on trail on south side of Lantern.
- Benny was to have someone look at fence on Surry.
 - Suggestion to tear fence down. Complaint from trailer park that fence was removed – we will not be replacing fence that has already been removed.
- Stevens is working on meter racks.
- Things will start picking up when the weather gets better and more appropriate when working outside.

ARCHITECTURE

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OLD BUSINESS

- New website
- Little Free Library
 - When do we want to open it?
 - How to promote?

NEW BUSINESS

- Kacey to organize a 'spring cleanup'.
 - Contacting town for extra trash pickup following event.
 - Donation of rubber gloves/garbage bags for participants.
 - Do we need a liability waiver?
- Discuss hiring Taylor Venus, attorney. \$180/hr, he is to provide an estimate.
 - Need a W-9 if we hire him.
 - Compile a list of questions to ask Taylor Venus.
 - Idea - Have lawyer send a letter to past due accounts on letterhead to say we will be taking legal action.
- Record Keeping
 - Kacey would like to maintain digital records that the board can access at any time.
 - Does anyone have a preference of what program to use? Dropbox, Google Docs, etc?
 - Including but not limited to: Finance records, account numbers, passwords, contractor information, resident information, notices of violations sent out.
 - Should we maintain log records for services performed, actions taken, etc?
 - Paperwork needs to be kept for 7 years.
- Cleaning out shed?
- Grounds – take Brian for a walk through and create procedures for turning water on/off. Possibly changing locks.

ADJOURNED

No other business adjourned at 7:46pm. Minutes taken by Kacey Arntz.