

March 16, 2021

Meeting called to order @ 7:36 pm @ M Merritt's home

Attendees: Michael Merritt, Jared Thielen, Jason Lambert, Randy Morgan, Darlene Floyd

RM opened the meeting with comments:

- How to transition from developer to POA ownership; each ACC member was asked if they agreed to remain in place to work with interim team (RM, DF) thru the proposed transition date of March 31 – MM, JT, and JL all agreed to stay active.
- RM stated the POA should have 1) A Purpose and 2) A Mission Statement
- 1st goal is to have the developer (Chris Bradley) sign off on handing the POA over to the interim board- statement from CB should be notarized.
- 2nd is to receive the funds and decide how to deposit them –either in the existing bank account with duo signing by RM/DF or open a new account. As interim board members, RM and DF must BOTH sign checks to pay expenses of the POA.
- Any outstanding dues collected by CB should be paid monthly to the POA – this includes any late fees, credit card payments.
- RM requested ONE point of communication with Chris Bradley and as acting interim President RM would be the one in contact with Chris.

Handling of outstanding issues with emails previously composed –

- MM updated emails to be sent directly from Chris Bradley; it was agreed upon for future emails regarding violations, to include the appropriate statute from the covenants as a reference; emails were to be handled by RM with Chris.

Handling of 4 received POA emails and 1 which had been opened but not responded to –

- RM will open and give a timely reply acknowledging receipt of the email and advise the homeowner the issue is under review with the ACC.

Notification to homeowners of transitioning POA -

- Looking into a bulk mail notice to be delivered by USPS to each address.
- Formal intro letter regarding Interim Board and future election of board members

Issues to address regarding CREEKSIDE POA in general –

- Additional landscaping needed along Greenhouse Road – concern about future road development and easement should be examined before planting trees which might be removed or damaged with construction.
- Lawn maintenance – unanimous consent to stay with the lawn crew the ACC secured last year at a much lower rate than the POA was previously being billed for.
- Lawn treatment – checking with lawn maintenance for treating common areas or signing with Fairway Lawns or similar annual service.

CREEKSIDE POA

- INSURANCE – Leigh with Chris Bradley's office called out on a prior meeting she did not believe CREEKSIDE POA had insurance covering common elements, board members, accidents, etc. THIS IS A PRIORITY TO SECURE COVERAGE

Random discussion about how best to get Creekside Covenants into each owner's hands – either via mail or door to door delivery. There has already been a call out of an RV parked in a driveway in which the owner/s said they were not aware this was a violation. DF as a licensed REALTOR stated the listing sheets indicate CREEKSIDE is part of a mandatory POA with annual dues of \$450.00. This is detailed by the title company at closing when dues are collected for the day of closing until the end of the current year and transferred to the POA. **Need to figure out how to make it public who to send funds to for future closings once the POA is handed over to the homeowners; all existing construction is thru CB so this might need to be a monthly payment to the POA as his remaining homes are closed.

Discussion about which software to use for recording expenses/payments/taxes...Quick Books Online, etc; need an accountants advise to review best system and info about filing taxes.

Need to create a website for the POA to provide visibility to residents. MM will explore the options and costs associated with a website.

Meeting was adjourned at 8:58pm

Darlene Floyd, Member of Interim Board CREEKSIDE POA