

## **HOA Board Meeting Minutes - August 27, 2024 @ 5:30 PM**

Present at the meeting: President, Michael Prunty, Adrienne Prunty, Paul Davidson, Amber Watkins & Tharen Leesch. Excused from the meeting was John Rankin.

### **Call to Order:**

The meeting was called to order by the President at 5:32 PM.

### **Items Approved Prior to Meeting Via Email Correspondence:**

- July 9, 2024: The President made a motion to reimburse Jeff Rohr for website and domain fees. The Treasurer seconded the motion, and the Board approved it. The Treasurer was tasked with processing the payment to Jeff Rohr.

- July 11, 2024: The President made a motion to approve the minutes from the July 9, 2024, meeting. The Treasurer seconded the motion, and the Board approved it. The approved minutes were sent to Jeff on July 11, 2024, for posting on the website.

### **New Business:**

#### **1. Vendor Contract:**

- Vice-President discussed the new contract for November with the vendor, Rick. The updated contract will detail homeowner responsibilities. There was a discussion about whether to retain the current vendor or explore alternatives. The President shared that working with different subcontractors had been problematic in the past for the HOA. Tharen Leesch will contact various contractors to get price quotes to ensure we are getting the best value. The Maintenance Committee consisting of the President, Vice President, and Treasurer will hold a pre-meeting to review the possibility and provide additional information and cost for items to be included in the contract that were not part of previous agreements if we so decide.

#### **2. Radar Meter:**

- The radar meter will be available for possibly another week. RCPD has scheduled radar locations for the fall elsewhere in town, limiting our usage time. Lt. Kelvin Masur is the contact for the Westside of Rapid City. In July, Red Rocks had 58 calls to the RCPD, with 17 being traffic-related, the others involving animals. Lt. Kelvin Masur is available to attend meetings if needed. Some residents have expressed support for the radar, but speeding remains a concern for homeowners.

### **3. Treasurer's Report:**

- Adrienne reported the general liability insurance renewal at \$647, unchanged from last year. She also noted website renewal costs: \$165.54 for the website and \$38.40 for the domain, which have been reimbursed to Jeff Rohr with prior approval from the Board via email correspondence.

- Issues with autopay were discussed. Six residents do not use autopay, with four opting annual payments and two for quarterly. Concerns were raised about consistency by the treasurer and security by Tharen.

- Starting in 2025, the Treasurer proposed making autopay mandatory. Tharen Leesch suggested exploring alternative payment methods, such as allowing residents to push payments rather than having them pulled from their bank account. Adrienne will contact the bank regarding our options. The matter will be tabled until John can provide additional information.

- A motion was made to approve \$50 petty cash for the Treasurer to have on hand for miscellaneous expenditures (i.e., postage). She will keep a ledger of the cost of the expenses it was used for. Amber Watkins, making the motion and Tharen Leesch seconding, the motion passed.

### **4. State and Federal Taxes:**

- It was established that John has been handling the taxes for the HOA in the past. The Treasurer will discuss with John the procedures utilized in maintaining the tax filing information and records.

### **5. ACC Requests:**

- An ACC request for installing shutters was approved.

- A reminder will be posted on the website regarding ACC requests for mailboxes and maintaining uniformity. Homeowners are encouraged to include photos in their ACC requests.

### **Old Business:**

#### **1. Landscaping:**

- The requirement for three trees with a maximum 25-foot spread per HOA rules was reiterated. Trees must meet the specified criteria.

#### **2. ACC Committee Members:**

- The President will draft a policy and procedures, regarding Violations and Fines, for the ACC Committee and present it to the board for changes/ approval; whereas, if necessary to be reviewed by an attorney. The Board is continuing to look for two homeowners who would like to be a part of the ACC Committee to address the items such as weeds, parking, and trees per the policy and procedures.

**Next Meeting:**

The next meeting is scheduled for November 6, 2024, at 5:30 PM. Agenda items will include the vendor contract, ACH payment options, and ACC Committee details.

**Adjournment:**

The meeting was adjourned at 6:39 PM, with the President motioning and Tharen seconding. All were in favor.