

Northern Lights Home-Owners Association (HOA)
Minutes of the Monthly Meeting of the HOA Board

November 6, 2021

9:00 AM

Location of Meeting:

Hy-Vee Café Area
1601 N 84th St.
Lincoln, NE 68505

Present at Meeting: Members - Jen Muehlhausen, Derek Schroeder, Donna Boone, and Al Walters.

Absent from Meeting: Jeff Pepin

The regular meeting of the HOA Board was called to order at 9:00 AM on November 6, 2021, at Hy-Vee Café Area by Jen Muehlhausen

I. Approval of Agenda

The agenda for the meeting was distributed via email and unanimously approved prior to the meeting.

II. Review of Previous Minutes

The minutes of the October meeting was sent via email to members. After each board member acknowledged they had read the minutes, Derek motioned to accept the minutes as written. Donna seconded.

III. Old Business

Follow up:

1. Mud run-off – Jen/Jeff

The second incident needing cleaned was the park and the Sawyer round-a-bout. It was reported a mound of mud has emerged behind Sawyer. Jen will take pictures and send those along with the address to Manzitto and update the board at the December meeting.

2. Fine amount changes including fireworks violations – Jen

This is still being researched and it was tabled until the December meeting.

3. Proposed lawn care by Blades – Jen/Derek

The first round of gypsum has been applied, along with aerating. Blades is waiting for the leaves to finish falling before they finish winterizing the lawns. Update will be given at December meeting.

4. Landscaping – spraying for weeds, replacing juniper bushes by mailboxes, tree stump removal, basic clean-up – Jen/Jeff

Jeff was not present for a report. It was suggested that there were a few trees which need to be trimmed. Derek offered to put in a bid so this could get done in a timely manner. Since Jeff was absent for our meeting and Jen did not have any info to pass on, his report was tabled until the December meeting.

5. Sprinkler winterizing by Judson – Derek

Derek reported this has been done. It was discussed to have Judson attend a meeting prior to Spring to get an update on the system. Tabled until February meeting, then will invite one of their reps, possibly in March 2022.

6. Allo re-vote – Derek

Discussion was held concerning having a re-vote for Allo services within our community. Since Allo would not consider working with our current contractors, so more information will need to be gathered. Al made the motion to table the re-vote indefinitely, Donna seconded. Tabled indefinitely

7. Glass recycling notice – Derek

These notices went out with the HOA dues statements and a copy was placed in the community news boxes located at the mailboxes throughout the community. Done.

8. Letters to be sent to two homeowners – Jen

The letters to be sent to two homeowners will be sent by the board. One homeowner will receive a letter concerning fireworks and a second homeowner will receive one regarding being rude to some of our Blades' lawn care employees. These will be sent by certified mail for signatures to ensure the letters were received. Update will be given at December meeting.

9. Neighborhood Packets – Jen

Jen is working on the information which will need to be in the packets. Derek will order some of the supplies. Update will be given at the December meeting.

10. NLT Letterhead – Derek

It was discussed to use the picture we have on our website on the letterhead. Derek is working on this design. Update will be given at the December meeting.

11. North Sawyer “NO PARKING” sign – Derek

Derek has it on his schedule to move the “NO PARKING” sign to a different spot. Al suggested a spot it could be moved to. Derek will ask Jeff or someone else to help with this task. Update will be given at the December meeting.

12. Speed Bumps – Jen & Al

More information is to be gathered such as the labor cost of installation and removal, initially then annually. This item has been tabled until the January lunch meeting.

13. Sprinkler update - Derek

Derek reported in the update that the sprinkler winterizing has been done. He also checked into a contract with Judson for the future maintenance of the sprinkler system. Judson does not work under contract with HOA’s. We do have a letter on file stating Judson will work with us regarding the sprinkler system for 2022, according to Lacey at Judson’s. Donna will print out the letter and place it in our vendor binder for future reference. Done

14. Attorney update – Derek & Jen

Due to a conflict of interest, it was necessary to fire the lawyer we had and hire a new one Kaylen Ackert will be handling our legal affairs in the future. Done

15. Annual Board Dinner Meeting – Derek

Our annual board dinner meeting was discussed. It was decided to have a lunch meeting in place of dinner and to reserve space at a locally owned business. Lunch will be board members only as business will be discussed. Misty’s was suggested. Donna will check with Misty’s regarding a lunch meeting reservation to be made for January 8, 2022. Update will be given at the December meeting.

16. Zoom call with Blades – Derek

This was done on October 27th, at 5:45 pm. The board members on the call were Jen, Derek, Jeff, and Donna. Rich, from Blades, answered all questions. It was a successful call. Done

IV. New Business

1. Financials – Derek

Derek shared financials with board. Jen requested more of a breakdown of how the money is spent. Derek will check with Harger CPA and update us at the December meeting.

2. Pet Noise – Al

There have been complaints of a dog constantly barking during the day and night. The board asked a member to place a noise warning on the owner's door. This will be done and we will have an update at the December meeting.

3. Broken sprinkler – Al

Al reported a broken sprinkler in his yard. He noticed it not working and would like it to work by next spring since the winterizing has already been done. This will be tabled until February 2022 when we plan on Judson attending a meeting in March.

4. Community Bulletin Boxes – Derek

Derek reported the boxes were in such bad shape it would not be feasible to repair them. He offered to look online to research purchasing new ones. Update will be given at the December meeting.

5. Street Parking – Jen

It is illegal to park in front of a fire hydrant. When cars are seen parked in front of a fire hydrant, they will be reported and automatically towed at the owner's expense. See a DMV driver's license manual for the complete rule. Done

6. Board correspondence – Jen

All emails, texts, and any other form of correspondence between board members need to be read by *all* board members as soon as possible. Minutes and agendas are sent via email prior to meetings so any errors/edits can be stated in a timely manner to keep board meetings on track and on time. It was suggested to use email for general information and texts *only* for emergency information going forward. Done

7. Spreadsheet for tasks – Donna

An excel spreadsheet was presented to assist the secretary with keeping up with board business and tasks being done by members. This will be used temporarily to check its usefulness. If successful, it will be in effect beginning January 2022. Update will be given at the December meeting.

V. Adjourned – 9:55 am

VI. Agenda and Time of Next Meeting

The next meeting will be held at 9:00 AM on December 4, 2021, at:

Hy Vee Café Area
1601 N 84th St.
Lincoln, NE 68505

Old business follow-ups and proposed agenda items for the next meeting are as follows:

Old Business follow-ups:

- Second mud run-off – Jen
- Fine amount changes and fireworks fine chart – Jen
- Winterizing lawn by Blades – Jen/Derek
- Landscape (spraying for weeds, replacing juniper bushes by mailboxes, tree stump removal, tree trimming at entryway, dead tree removal, and basic clean-up (as hired to do) – Jeff
- Derek's bid for tree trimming
- Letters sent to homeowners concerning complaints – Donna
- Neighborhood packets – Jen
- NLT Letterhead – Derek
- Sign relocation – Derek
- Reservation for annual board meeting meal – Donna
- Financials breakdown – Derek
- Pet Noise notice delivered – Al
- Community bulletin boxes – Derek
- Task spreadsheet – Donna
- New meeting location? - Donna

New Business:

Newsletters – Donna
Bank change? – Donna

Email will be sent to board members for their review on Friday, December 3, 2021, with November minutes to be reviewed and agenda attached.