

Mirasett Home Owners Association
Board Meeting Minutes

Date: 5/31/20

Location: WebEx

Time: 6:30 PM

Attendance:

Gary Kendrick

Ryan Thedy

Jennifer Noski

Gail Kramer

Jeff Zimmerman

Call to Order: Gail kicked off the meeting at 6:40 PM.

Old Topics

Late Dues Payment in the 5/3/20 minutes

We received a number of payments from those that received the delinquency notice sent in early May: Seven homeowners paid their late fees.

Prior Meeting Minutes

The 4/19/20 and 5/3/20 meeting minutes were reviewed by each board member. Gail motioned to approve 5/3/20 minutes, Gary seconded. All agreed. Minutes approved.

Gail motioned to approve 4/19/20 minutes. Jennifer seconded. All approved and the meeting minutes are approved.

Finances

Jeff and Gail met this week to go over some of the processes for the finances. Some of the documents were updated on the Google Drive but not all of them. Gail will work on getting the rest of the documents updated so that we have all updated documentation on the Google Drive.

Jeff deposited 11 dues checks. We have five outstanding home owners from the letters we sent in May.

We have not received any bills to pay this year, but we should have an insurance bill soon. Lawn maintenance should be sending a bill soon too.

Jeff proposed that we buy a laptop with QuickBooks for the Treasurer to maintain the HOA finances. Jeff estimates the cost to be \$600-900 for the laptop and software. The Board

discussed this and decided to take time to think on it and discuss further at the next scheduled meeting.

Tree Plan

Our tree plan for 2020 is not yet finalized and so we should figure out how many trees we can do with our current budget, and which trees should be replaced this year. Gail believes that we don't need to buy bigger trees from the last year so that we can save some money and have a variety of tree sizes in the neighborhood. Jennifer and Jeff agreed on the last point.

The trees that were removed and planted last year were all done by Capital City Landscaping. Discussion around if we should have the same company do the trees this year ensued. The only issue that we had with the last year was some of the trees were placed close to driveways. This may cause issues for homeowners similar to why we are removing the trees.

We need to:

1. Get the plan that was approved with the City
 - a. Get a subcommittee/full Board together to work on the plan to walk the neighborhood
 - b. Jeff will scan the tree plan map and email to everyone
 - i. Original plan has mid-September tree removal and November timeframe for new tree planting.
2. Ensure we are following the plan
3. See if we have the budget to follow the plan for this year
4. Get Kevin McFarlane to approve any revisions necessary, if we cannot follow the approved plan.

Landscaping

The Landscapers seemed to edge every time they came out last year but they don't seem to be doing that this year. There also seems to be sections of the parking strips that are missed from the two mowings that occurred thus far. The driveway to the retention pond has knee high weeds and our contract has a line item for one visit to apply weed treatment to the retention pond. We don't know when the once per year is and need to follow-up.

Follow-up items for Capital City Landscaping:

- 1 – Sections being missed
- 2 – Edging
- 3 – When is the weed treatment for the retention pond

Covenant Violations

Ryan brought up that some home owners are again leaving trash cans out in violation of the covenants. All Board members agreed that we should start sending the Covenant violation letters again.

Discussion around how to enforce the lawn maintenance requirement in the covenants occurred. All Board members agreed that we should begin to enforce this with as much consistency as possible. When we do the walk of the neighborhood for the tree project, we will also assess lawn maintenance needs for individual homeowners.

Outstanding Items from Prior Meetings

1 – Dog poop bags

Gary found where to order the bags and they weren't very expensive. They come in large quantities (roughly 1,000 bags). Randy used the last of his stock to fill up one of the posts. The post by the cul-de-sac is empty and we should reorder these soon. Gary will order the bags.

2 – Entrance gate to the retention pond

The gate works well when it is dry but expands when it is raining. The gate functions now and we will continue to watch it for replacement.

3 – Neighborhood walkthrough

We will conduct our neighborhood walkthrough on June 14th at 6:30 PM.

Gail adjourned closed the meeting at 7:49 PM.