



RMMA HOA Board of Directors Meeting

Record of Proceedings

January 9, 2024

Call to Order

The January 9, 2024, RMMA Board of Directors meeting was called to order at 3:03 PM.

Quorum was reached with Board Members Jim Coryer, Mary Ann Griffith, Karen Wade and George Gromke in attendance. Forrest Ramsel was absent, approved. CM, Mark Nickel was present and recorded the minutes.

Approval of Minutes

Minutes from December 6, 2023, Board of Directors meeting were reviewed and unanimously approved.

Meeting Minutes Approval - Discussion/Decision

A discussion was held regarding the Board's current procedures for approving meeting minutes at the next Board meeting. Members questioned if waiting approximately two months before approving and posting the minutes was adequate and if more urgency should be provided for the community to have an opportunity to review documents sooner. It was suggested that the minutes could be reviewed and approved by email shortly after the meeting, then posted on the RMHOA website for review in a shorter time span, rather than waiting until after the next Board meeting.

Decision – President, J. Coryer moved to have meeting minutes available and sent to Board members by email for review and approval, allowing them to be posted to the RMHOA website for review within a couple of weeks of the meeting.

Motion was seconded and unanimously approved.

Regular Business

1. HOA/DRC Update – CM, Mark Nickel provided the HOA/DRC updates including the communications tracking log. The log outlines conversations the CM had over the last period with community and Board members, vendors, and contractors through emails, texts, phone calls, and face-to-face meetings. He highlighted some of the most relevant topics and J. Coryer asked about the status of the HOA's current CRM system. Mark responded that the system had been very useful in acquiring and containing the HOA email database and in preparation and the distribution of community newsletters. However, suggested it was very expensive based on the minimal use and options utilized by the HOA. Mark stated that the annual subscription renewal period was this Feb. 22nd and suggested the subscription be terminated unless a much lower price could be negotiated. Mark will speak to the CRM company Insightly and discuss options prior to cancelling the subscription by the Jan. 22nd deadline, unless a much lower price is available. Mark will also be reviewing alternative email production/distribution systems in the meantime and provide recommendations to the Board.

Old Business

1. Committee Concept – Further discussions were held regarding the development of member committees and identifying community interest in areas such as community projects, improvements, and overall operations. An idea was presented that a community survey could be prepared and included in the upcoming 2024 dues mailing to learn if the level of interest in the community to be more involved in general operations, community projects and improvements. The goal is to get a sense of resident interest and of highest importance in the community on what programs and improvement projects should be initiated. Board member Mary Ann Griffith offered to head the project and work directly with Mark and other members to develop and coordinate a survey for circulation.
2. The Board continued discussions regarding adding a 6th member to the Board, preferably with a legal background to help interpret documents, legal matters and other considerations that may arise. A community member with the preferred qualifications is considering the idea and opportunity to join the Board on an annual capacity.



3. Accounting procedures – Current HOA accounting procedures were addressed suggesting that a written copy of a procedures agreement with the accounting firm be made available to have on file with the HOA. It was also noted that the 2023 tax filing preparations were underway with items needed to help complete the returns.
4. The Board continues to review educational programs to stay informed of changes in HOA governing regulations.

New Business

1. The Board reviewed a letter written by a community member concerned with future parking issues that could arise on W Ridges Blvd near Redlands Mesa Dr. due to the new development on Nicos Trail. The members' main concern is the limited number of parking spaces available in the subdivision and believes that will not provide enough space for vehicles due to the number of residents living in the residences causing many of them to consider parking on W. Ridges Blvd. instead. He cites congestion and dangerous traffic conditions on W. Ridges Blvd and proximity of the area mailboxes. The Board was copied on the letter he sent to the GJ City Development Department and will consider how best to assist with potential traffic and parking conditions going forward.
2. Annual Homeowner Dues Planning and Procedures – The Board discussed processes and procedures for the upcoming annual homeowner dues assessment billing and collections. A letter explaining the need for the dues increase will be provided by the President, with help from the Treasurer and included in this year's statements.

Other Items

1. A request was made to confirm the HOA has adequate insurance liability coverage for volunteer committee members. Mark provided a letter from the HOA's insurance provider describing coverage and who was included in liability protection. It clearly states that all committee members are adequately covered in the current policy.

Adjournment

January 9, 2024, BOD meeting was adjourned at 4:40 PM.

Next Meeting Date

March 12, 2024 – Regular BOD meeting schedule is the 2nd Tuesday of every other month.

Respectfully submitted,

Mark Nickel, RM Community Manager