

APPROVED

Meeting Date: SEPT 16, 2024

Meeting Called to Order: 5:00 PM via zoom

Board of Directors

Anne Welsh, President	<input checked="" type="checkbox"/>
Melinda Tate, Vice President	<input checked="" type="checkbox"/>
James Smith, Treasurer	<input checked="" type="checkbox"/>
Dorene Quesnel, Secretary	<input checked="" type="checkbox"/>
Kristin Leavitt, Member at Large	<input checked="" type="checkbox"/>

Property Management Associates: Caleb Kelley present
Ted

Homeowners Present (3): Kor Kiley
Joan Bowker
Ten Eck Swackhamer

Reminders

The 2024 monthly HOA fee is \$362 + one extra assessment of \$362 due July 1. Fees are due on or before the first of every month. Fee payments received after the 10th of the month, may be assessed a late payment fee. Homeowners are responsible to ensure that their fee payments are current.

WEBSITE ACCESS: Owners are reminded to set up a user name and password in order to access the ICCA private information on the website (financials etc.). If you have not done so, the website will prompt you to.

To submit requests and complaints concerning violations of Admin Rules, please use the **Reporting Form** at our website www.indiancreekcondos.org.

REMINDER: SEASONAL SHUT OFF OF WATER LINE TO EXTERIOR REAR FAUCET

SEASONAL SHUT-OFF OF WATER LINE TO EXTERIOR REAR FAUCET

TO PREVENT SERIOUS DAMAGE AND COSTLY INSURANCE CLAIMS ON OWNER'S PERSONAL AND THE ASSOCIATION'S MASTER INSURANCE POLICIES THIS STRINGENT, ANNUAL REQUIREMENT IS EFFECTIVE AS OF AUTUMN 2023.

- Every fall, prior to outside temperatures that fall below 38 degrees F, Owners are REQUIRED to:
 - Disconnect all hoses to the exterior spigot/faucet of your unit.
 - Shut off the water line to the rear spigot.** This involves:
 - Locating the shut off valve which, in most cases, is in the utility closet of your unit. If you do not know exactly which valve that is, contact a Board Member or Property Management. It is recommended that you label this valve.
 - Shut off that valve completely.
 - Test the water line by opening the spigot on the back of your unit and keep it open until it drains and doesn't drip
 - Opinions vary on if the faucet should then remain open or closed.
 - Once drained, it is recommended that you insulate the spigot with a commercially available cover.

You may reverse this process the following Spring when temperatures are consistently above 38 degrees F.

OWNERS WHO FAIL TO COMPLY WITH THIS REQUIREMENT MAY FACE CONSIDERABLE COSTS FOR DAMAGE AND REPAIR TO YOUR UNIT AND OTHERS, AND INCREASES IN THE MASTER INSURANCE POLICY DUE TO A BURST PIPE CLAIM AT YOUR UNIT.

Agenda Item		Action assigned to:
Homeowner Comments:	None.	
Approval of Minutes:	The August draft minutes were approved by the Board with no changes. The Board discussed and agreed that, as a general practice, draft meeting minutes will be distributed to owners as soon as possible after a Board Meeting. After discussion and approval in the next Board meeting, the approved minutes will be posted on the website.	
Old and New Business		
Financial Reports	August 2024 Reports Treasurer, James Smith, reported that final invoices from 2024 summer contractors are expected in September and, after receipt, the Board should have sufficient information on 2024 expenses to prepare the 2025 draft budget, which is presented and voted on at the Annual Meeting.	
Accounts Receivable	Accounts Receivable (money due to the Association from owner fees): \$1,329.97 is delinquent to the Association, as of August 31.	<i>PMA: Collection of delinquent fees</i>
Old and New Business		
Open Owner Reports	#26-27 exterior garage electrical and lamp-post: Williston Electric recently installed a solar lantern on	<i>Caleb</i>
Fence Posts at tennis court.	PMA will continue to seek additional quotes. Work is targeted for 2025 but not yet budgeted.	<i>Caleb</i>
Admin Rules Revision Planning	postponed	
Website Management	no change	
Indian Creek Sign Damage	Chris Cooper (Coopstrom Home and Property Mgt) has installed a temporary replacement. Date for the final installation: TBD - PMA	<i>Caleb :</i>
Fall Walk Through by Board	Currently planned for Oct 17.	

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Fall Gutter Cleaning	The Board discussed, voted and approved to contract for Fall gutter cleaning, to take place after the majority of the leaves have fallen.	
KT and old garden area	The Board discussed the cost of annual brush hogging the former community garden area, and if eliminating that work would save us any significant cost that could be used for improvement elsewhere on the property. The cost is not broken out in the Landscape contract but 2023 Board members agreed that it was minimal.	
Phase 5 wood rot, painting, door replacement.	The project is complete. The contractor has agreed to touch up paint in some spots that have been reported.	
2025 front door replacement Phase 1	Phase 1 owners (units 1-11) will be contacted in Q1 2025 to select their door style.	
Painting Contract 2026-2030	The 5 year Contract with GMT Painting for exterior building painting, expires this year. A new contact will be required for painting of the 5 phases from 2026-2030. A Board member raised concern about reserving a contractor at this time, to start in 2026 as this is a labor intensive project and contractors may already be	
2025 Budget and Long Range Plan (LRP)	The Board will be working on these in mid October	
Roads and Roofs Informational Meeting Follow-up	All Owners are invited and requested to attend the FOLLOW-UP INFORMATIONAL MEETING This will be the last of these meetings prior to the Annual Meeting Purpose: To respond to owners questions from the Information meeting held in July regarding the budget plan, expected assessments, and timeline for road and roof replacements over the next 9 years. Please mark your calendars for September 25, 2024. 6:00 PM, via ZOOM	<i>PMA to send out Zoom link to owners</i>
Other:		
Rental Checklist	Kristin asked if PMA has a checklist related to approvals and leases of rental units. PMA replied that a checklist is not used. Kristin has taken on the task of drafting one.	<i>Kristin</i>
Owner list	Dorene, Secretary, requested PMA provide an updated list of owners to the Board members to confirm that	<i>PMA</i>
Adjourn 6:45 PM Executive Session- if necessary		
Next Meeting: 10/21/2024 5:00 PM VIA ZOOM		
Effective July 2024 the board meets the third MONDAY of each month at 5:00 pm via Zoom. Contact Caleb at PMA if you would like to participate in Board		