

Indian Creek Board Meeting Minutes - Approved

Meeting Date: April 21, 2025

Meeting Called to Order: 5:00 PM via zoom

Board of Directors (5) Present

James Smith, President	<input checked="" type="checkbox"/>
Melinda Tate, Vice President	<input checked="" type="checkbox"/>
Anne Welsh, 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	absent
Ted Gamache	<input checked="" type="checkbox"/>

Homeowners Present: (5)

Betty Navin	Dan Close
Joan Bowker	Paige Savage

Reminders

The 2025 monthly HOA fee is \$400

*****The Road and Roof Assessment of \$1,400 per unit is due no later than June 1.*****

Spring has Sprung! Please remove all outdoor, winter holiday lights and decorations.

Gas grills and propane tanks are approved only if placed on the pavers behind your unit, 10 feet from the structure (State Fire Code). Grills and tanks are not allowed on the deck.

Charcoal and wood burning grills are not allowed. Fire pits are not allowed.

**In case of emergency, contact Property Management Associates:
802-660-3315**

Our website is: www.indiancreekcondos.org.

Agenda Item		ACTION ITEMS
Call to Order	5:00 PM	
Owner Questions/Concerns	Joan asked about an owner report she submitted regarding debris in front gutters not removed in the fall, as well as some shingles that came off the roof, and concern that perhaps it wasn't received by PMA.	<i>The Board was not aware of the report. PMA was requested by the Board to send their handyman to Joans to clear the front gutter and inspect the roof where the shingles detached.</i>
Approval of Minutes:	A motion and second to approve the March minutes was made and approved by the Board.	
Financial Reports	5 accounts in arrears. A number of accounts have paid some fees in advance.	
Accounts Receivable	As of April 18, 2025 Past due accounts total \$ 1,192. REMINDER that the \$1,400 Road and Roof assessment is due on or before June 1.	<i>PMA: Collection of delinquent fees and statements to owners.</i>
Old Business - Updates		
Fall Walk Follow up	Two unit owners have received requests based on the fall walk through findings. No update at this time.	<i>PMA requested to advise one of a deadline to remove items from the yard/woods etc. And communicate with the other unit about the owner installed window.</i>

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2025 Capital Projects	<p>1) Replacement and painting of front doors to Phase 1 (Owners have been contacted regarding door style and will be advised of start date).</p> <p>2) Paving of main road (year 2 of 3): In April, ECI updated their quote for 2025 paving, to reflect current asphalt cement costs, and it is within budget for this year. We expect to schedule paving in June.</p> <p>The areas (2) to be paved are: Main road from the area recently paved in the phase 3 & 4 loop, up to the first turn into Phases 1 & 2, at the corner near unit 25. Phase 1 & 2 Loop, from main road near unit 25 around the loop to the seam in the road near Units 1-4.</p> <p>3) Tennis Court: The Board received an estimate and met with a contractor in late March regarding potential costs to remove or cover the tennis courts, as a cost effective option to maintaining them. The Board has also taken into consideration a number of other unknown costs and impacts on the property that could result. A motion was made, seconded and unanimously approved by the Board that: it would not benefit the community, both financially or otherwise, to put any further effort into fact finding regarding removal of the courts. The Board voted in favor of moving forward with replacement of the tennis court fence posts this year. We are awaiting current quotes from 2 providers.</p>	<i>Caleb to forward quotes to the Board when received.</i>
2025 Master Insurance Policy and posting on website	The 2024 Policy has been renewed.	<i>PMA to post the 2025 Master Policy on the Website.</i>
Fire Safety/Vehicle Registration survey status Fuel Burning Heating Appliance 2-year certifications Dryer Vent cleaning 2-year certifications Vehicle Registration	Some discussion was held regarding a draft survey. A few tweaks were requested by the Board. PMA will provide a new draft for the Board's review.	<i>Ted to provide sample survey for the Board to review.</i>
Admin Rules Revisions	Revisions are needed to the Rental policy portion as well as rental forms. Dorene will set up a BOD working, zoom meeting for May 6th at 4:00.	<i>Dorene to set up zoom meetings.</i>
Pool Maintenance Contract	The Board requested that PMA have the pool contractor include, on the contract, information about the Chemicals used to maintain our pool.	<i>PMA to provide the Contract to the Board for approval.</i>
Pool Gate	PMA is tasked with finding a solution to the lock on the gate so that it is self locking when closed; requiring a key to enter from the outside, but allowing exit from inside without a key. Caleb reported that this may very likely require replacing the existing gate.	
Assessment of garage doors for rust and excessive gaps.	Dorene and Anne will do this on a warm afternoon.	<i>Dorene and Anne</i>
Assess Pool Patio for maintenance	During the Spring Walk - through	
Spring Walk-through	target date is May 20th	<i>5/20/2025</i>
Website Forms	none outstanding	
Other	none	
Adjourned the open portion of the meeting.		
The Board reconvened in Executive Session		
The next meeting is 5/19/2025		
The Indian Creek Board Meets on the third MONDAY of each month at 5:00 pm via Zoom. Homeowners will receive notification via email.		