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# Meeting Notes

Date: 10-29-2018

Attendees: Louise Miller (President), Bill Conville (Vice President), Brad Thiel (Treasurer), Ande Stelk (Secretary), Jen Skog.

Annual Dues:

1. Annual dues will remain at $100/yr and will be mailed to homeowners in January, along with the 2018 financial summary and 2019 project list.
2. Terms will be 30 days. A reminder will be mailed to those homeowners who did not pay in 30 days.
3. At 60 days, homeowners who have not paid will get a second reminder and will be charged a $25 late fee.
4. Homeowners who have not paid in 90 days will be sent a certified letter with a final reminder. An ***additional*** $50 late fee will apply.
5. Any outstanding annual dues not paid within 120 days, will be passed to an attorney for small claims court/property lien. ***All fees for that process will be funded by the delinquent homeowner***. .

* The next HOA meeting will be held on or around 2-11-19 at the library. Ande will be contacting the library to book a room.
* Louie is contacting an attorney to represent us in delinquent payments and violation fees.
* Louie and Jen are working on a documented process for violations. This should be completed by the HOA meeting in February. Bill is writing a template we can use for violation notification.
* Ande is researching the option for homeowners to pay dues/late fees via an on-line payment system. This would save time with bank deposits and trips to the PO box.
* We will be decorating both entrances for Christmas. Thank you to everyone who contributed to our decoration fund. We received $200 from several generous neighbors who are helping to make this possible.
* The current plan for the mailboxes (black box that holds the mail): Replace/repair as needed. The board will have a supply of these on hand.