

Deer Creek at Northgate Homeowners Association

Board Meeting Minutes

Location: 2102 Silver Creek Drive

Date/Time: Wednesday, November 1, 2023 @ 6:00 PM

I. CALL TO ORDER/ESTABLISH QUORUM:

The meeting was called to order at 6:03 p.m. by President Sharon Wood. Vice President Kim Hermann, Treasurer Camille Blakely, Secretary Heather Evans, Member At Large LeRoy Willener, and Community Manager from Diversified Association Management Michael Atencio were also present. Quorum was achieved.

II. OPEN FORUM:

One Homeowner was present:

1. Fred Peiffer (Cloudy Creek Court)
 - Dog Stick Library – Fred is offering to donate this item and proposes that it would be placed on Snowflake Drive at the end of Blue Ridge Drive. The Board decided to visit the proposed site on Sunday November 5, 2023 at 1:30pm to assess if it would be feasible and would add value to our community. A formal decision will be made after the location site has been visited.

III. APPROVAL OF MINUTES

The minutes from August 8, 2023 were presented for approval. Camille motioned to approve the meeting minutes. LeRoy seconded the motion. This passed unanimously.

IV. APPROVAL OF FINANCIALS

- A. Transition:** Camille met with Dave Bunkers to review and transition duties of the Treasurer.
- B. Budget Review:** Camille presented a financial summary of YTD Actuals through September and Oct-Dec Forecast. Deer Creek HOA looks to be close to budget.
- C. Financial Review:** September financials were sent out.
- D. Certificates of Deposit** – A request will be submitted this week to purchase the November CD.

V. COMMITTEE REPORTS

- A. Design Review:** No issues with the requests coming through. There was discussion about doing a neighborhood walkthrough. Sharon will lead this effort. There was also discussion about reviewing and updating the guidelines as needed.
- B. Newsletter:** This will be removed from the Committee Reports section of the agenda going forward and updates from Rick White will be requested as needed.

VI. UNFINISHED BUSINESS

- A. Deer Creek Assessments** – A letter from Diversified Property Management regarding assessments will be sent by November 15th.
- B. Olive Real Estate Assessment** – Sharon will contact Rick White to get an update.

VII. NEW BUSINESS

A. Common Area Renovations:

North Common Area: Nancy Clewell

Nancy has submitted a plan which has been approved by the Board.

South Common Area: Kim Pietszak

No plan has been submitted as of yet. Sharon will ask Kim to provide an update for the next meeting.

- B. Annual Garage Sale/Picnic:** Mike Hendrix and Rhonda Rounds may lead this effort again in 2024.
- C. Review of Snow Removal Contract:** The contract with A Cut Above is in place and expires at the end of December 2023.
- D. Newsletter** – There was discussion about providing this service online only. \$105 is being spent on stamps per month.
- E. Meetings for the next year:**

February Board Meeting	02/13/2024 6:30pm	2102 Silver Creek Drive
May Board Meeting	05/14/2024 6:30pm	TBD
August Board Meeting	08/13/2024 6:30pm	TBD
October Annual Meeting	10/10/2024 6:00pm	Library 21C

VII. Management Report

- A. Diversified Management:** Michael submitted the Deer Creek HOA budget to the Diversified Property Management Accounting Group.

IX. ADJOURNMENT

A motion was made by Sharon and seconded by Camille to adjourn the meeting at 7:56 p.m. The motion passed by unanimous consent.

Next Meeting is 2/13/2024

Prepared by Heather Evans

Signature

Date