

Two Forty Place Association HOA August 2019 Monthly Board Member Meeting | MINUTES

August 21, 2019 | 10:00 am | Two Forty Place Townhomes

Meeting called by	William Mills - President	William Mills - President
Type of meeting	Monthly Board Meeting	Talitha Falconer – Vice President
Facilitator	William Mills - President	Betty Ramos – Secretary and treasurer
Note taker	Betty Ramos – Secretary/ Treasurer	Deborah Goen – Assistant Secretary
Timekeeper	Talitha Falconer - VP	Michael Falconer – Committee Chairman

Motion to approve board of directors meeting minutes from July 31, 2019 made by William Mills, second Deborah Goen – All approved

Collections /Financial Statements

- Effective September 1, 2019 unit owners will be charged a \$25.00 late fee and interest on any unpaid HOA dues. HOA dues are due on the first of each month and considered late after 10 days.
- Each month the BOD will send the management company an e-mail notification of owners that will need a late fee added to their account. Management company is not authorized to place fees on any account without authorization.
- Late fees will not be added to owners that have been turned over to collections.
- Financial Statements were reviewed by BOD - motion to approve Financial Statements for July 2019 was made by Talitha Falconer - second Deborah Goen -all approved

Construction

- Construction on hold until funding is secured

New Business

- Meet with bank Vice President on August 26 and apply for loan with Alliance Association Bank.
- Property Manager needs to buy the tool to turn the water off when necessary

Dog/People Park Signs

- Purchase metal signs to post rules of the Dog/People Park

Declaration & By-Laws

- Attorney, Don Pope is currently reviewing the Two Forty Place Declaration and By-Laws by the BOD. The current Declaration and By-Laws has not been updated since 1980.

Landscaping Company

- New landscaping company "Signature Landscape" - Kevin Burrows is our contact
- HOA BOD approved a bid from Signature Landscape to remove seven pine trees from the property as directed by OG&E in order for new street lights to be installed. The bid also includes remove debris, and smooth disturbed areas after grinding stumps.
- Tree removal to start the week of September 9-13, 2019.

OG&E Street Lights

- Installation of the new street lights will begin sometime in October.

Cox Cable

- Cox Cable will be onsite Thursday, August 22, 2019 to assess for an apartment rebuild

Motion to adjourn @ 11:30am was made by Betty Ramos, second Deborah Goen