

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

July 31, 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

Approved Meeting Minutes from May 21st, May 28th, June 26th and July 22, 2019, motion to accept the minutes made by William Mills, second Deborah Goen.

Financials

Unit owner 816 needs to be charged for paint and handyman for the damage to the building = \$103.80 to pay the HOA. CC&R's state any damage to HOA community property will be repaired by HOA and billed to offender. Talitha will write a letter.

Accept May & June Financial Statements, motion made to accept May & June financials was made by Talitha Falconer, second William Mills

Open bank account at Republic Bank and Trust on 119th and Western. Motion made by William Mills, second Betty Ramos.

Old Business

Mail Boxes have been delivered

Mail Box Hut construction to start in August

OG&E street lights, replace existing street lights and add a light next to the Mail Box Hut

Garage Lights – BOD now has an electrician that will install the light over the garage door for \$120.00 if you buy the light, \$160.00 if contractor buys the light and installs it

Security System - on hold

Entrance Gate - on hold

Fence/Wall - on hold

New Business

Water Bill

A separate water bill for each unit is not going to work.

Schedule annual meeting with each unit to inspect for leaks. CC&Rs allow for HOA to enter units for service issues.

Ask management for copies of water bills from July 2017-2019 to determine average per 1,2, and 3-bedroom condo.

Address inspection and water bill at the September meeting

Common Area

William Mills is working on a letter to all units to define the "Common Area".

Pest Control

Bid for Rodent Pest Prevention for units 829-841 & 842-852 from Massey. First year will be \$912.00 after that the rate will reduce to \$512.00 per year. Motion to hire Massey for the Rodent Pest Control was made by William Mills, second Deborah Goen

Each unit has the opportunity to partner with Massey if they want to have the interior of their unit sprayed to prevent ants, spiders and roaches for \$25.00 a month. More Information will be available in the August newsletter

Management Company

New contract with the management company (for bookkeeping only) was signed lowering the monthly fee. \$972.00 savings

State Farm Insurance

Changed insurance agent to Vicky Richey. Her office is a half a mile from the community.

Vicky Richey will remove \$119K content charges from the policy

Remove the surcharge from the policy

Change the address to the HOA Mail Box

New construction

Hired Statewide Roofing

Bid for \$136,651.40 includes: adding vents to roof, replacing the back of each chimney, place new flashing around all chimneys, replace HVAC pipes with new material, remove all 8 balconies and replace with a covered porch and window, build new structure to house mailboxes.

Community Park

Rules for dogs have been determined by the BOD and signage will be posted at the Dog Park

BOD also determined People Rules and will be posting them in the Dog Park

HOA Delinquent Dues

Letters are being sent to all owners that have a past due balance

Don Pope to send a sample of the legal language to be used in the letter

No late fees will be charged if a payment plan has been established

Late fees of \$25 will be charged each month the HOA dues are not paid plus 1.5% interest on the account, once the account reaches \$600.00 past due the account is turned over to the attorney for collection and attorney fees.

Letter to be sent to every homeowner reiterating the late fee charges and interest charges every month on any account with a balance of any amount on it.

By-Laws

Went through entire CC&R's and By-laws to specify what Don Pope needs to work on for voting purposes.

Meeting adjourned 3:00pm