

240 PLACE HOA BOARD MEETING MINUTES 6-21-18

The Board of the 240 Place HOA met at 7:00 p.m. Members of the Board in attendance were: Terry Rose, Donna Sullivan, Beatrice Culley. A full quorum of the board was present.

1. ORGANIZATION-

A. Adoption of Minutes—**The minutes off the 5-15-2018 meeting of the Board was sent in advance of the meeting and was also present for inspection at the meeting. A motion was made and seconded that the minutes be approved as presented. Motion Carried.**

2. REPORTS-

- A. Financial Reports—**Presented and approved unanimously by the Board.**
- B. Checking account/payments/income issues—**covered and unanimously approved.**
- C. Contract renewal for Neighborhoods Plus—**Presented and approved by vote of the Board.**
- D. A motion to adopt the concept of charging any expenses caused by an individual in connection to collection of their dues, courthouse filing expenses and fees, judgement expenses, attorney costs, etc....—**Discussed at length. A motion was made to approve, seconded and unanimously approved by the Board. Date of implementation to be determined after notification of each properties individual owners (newsletter) and a beginning date will be directed to the financial management company after sufficient time of notification has occurred.**

B. Committees

Landscape/Maintenance –

- **Cleaning of the water lines that drain each patio—immediate action suggested. Brandon’s Plumbing has the proper tools, and will be asked for a quote to proceed.**
- **JOB duties and description for trash collector resident (currently Debbie)—held over until next meeting to perfect job description.**

Social – A painting party, complete with a food truck for the front wall on a Saturday in September or October. **The Board liked the idea, and will explore options after getting a professional quote for same services. To be completed at next meeting in July.**

Clubhouse – Investigate the interior of the pool house to determine if it will suffice for a gathering place. **The Board liked the idea of exploring our property to determine if a multi-use room could be gleaned from the current lock and empty space. FOLLOW-UP set up for next meeting in July.**

3. Compliance – These items represent items that should be brought into compliance with the C&R Document (these are usually people items)

- **Dues collections—After much discussion, a motion was made and seconded to implement a \$25 late payment fee if current dues are not paid by the 15th of each month. On un-paid balances over 30 days, a 1.5% per month (18% annual) rate of carrying charge interest will be added to the owners’ dues debt until paid in full. Every attempt will be made to collect the dues to the Association, and it was approved by the Board that any fees, attorney charges, filing fees, etc...will be added to the debtors account as recovery of these expenses as allowed in the Covenants and Restrictions.**
- **Letters to debtors-- The Board unanimously approved collection notification letters that should be sent to owners when any account balance reaches \$600; and a stronger letter of demand**

when any account reaches \$1,000. Also, a lien should be placed on any property with \$1,000 dues or assessments in arrears. A notification letter will be sent to any property owner when the lien is filed, and when it is increased or released after payment.

- Foreclosure-Not addressed at this meeting. Will be held over until July.
- Parking issues-The Board approved a newsletter item that should be crafted concerning this issue and communicated to the present occupants and owners alike.
- Trash issues-The Board discussed the current way trash is collected in the project. An estimate of individual collection bins collected weekly came in at \$2,321.58 per month. Currently we are paying \$423.80 for our present trash service. No action was required due to the large expense difference in individual bins over the central service bins we now use.

Architectural – Any property issues that need to be addressed (these are usually structural issues)

Our individual top 5 items—**The Board worked from a list of homeowners desired issues that they presented at the Annual Meeting of Homeowners to determine 5 items that this Board will accomplish in the next fiscal year. The items selected were: 1.) Repair or remove broken speed bumps, 2.) Schedule a clean-out of the drain piping that the HOA installed years ago which drain the patios' of each condo, 3.) Act on past due accounts {see action taken above}, 4.) Improve the appearance of the entry brick fencing, 5.) Repair broken concrete on streets and alleys, 6.) replace dead grass where appropriate, 6.) Place signs throughout the property, that you are being watched and no illegal dumping, 7.) Prepare a schedule for fence replacement and painting of all buildings.**

1. Our agreed to 5 items for 2018-2019 (see immediately above).
- 2.

C. Updates of previous items—None at this meeting.

4. ACTION ITEMS—

- change of address for all mail/closing of mail box 800—**Approved by the Board and completed this week by President Terry Rose, with all mail forwarded to Neighborhoods plus.**

5. INFORMATIONAL ITEMS

- Dog Park Rules—**The Board discussed such rules as set by the city of Oklahoma City for their dog parks. It was voted and approved to make this a newsletter item, and a sign will be made and placed on the entry gate to the park at 240 Place.**
- Painting of the entry brick—**to be addressed after an estimate is obtained.**
- Powder coat of metal lettering in front—see immediately above.
- Newsletter to owners and renters-Many items were suggested for a newsletter. Space will determine how many items can be included in this mailing. Some notifications will be required, like fees/late charges, and interest carrying charges on unpaid balances.

EMERGENCY PROVISIONS—**Suggestion was made to obtain a new central mailbox station quote to replace the existing station. Action was approved unanimously by the Board.**

ADJOURNMENT—meeting was adjourned at 8:32 p.m.