

THE DUTCH CREEK VILLAGE HOA

MINUTES of the MASTER BOARD OF DIRECTORS' MEETING

May 18, 2023

SUMMARY of Key Actions Taken:

- 1) Appointment of Jessica Cahill as Chairman of the ACC committee
- 2) Board Approval for posting of the Annual Meeting, April 2023
- 3) Six residents have not paid current dues or Trash Collection fees, at this time. Collection Policy & Procedures being followed.
- 4) Unanimous decision to contribute more annually to the Major Repairs and Improvements Reserves and to the Improvement Reserves. Also \$25,000 will be transferred to those accounts.
- 5) Repair of Pool House roof and gutter repair contracted and done before pool opening.
- 6) ACC committee will be identifying homes/lots in need of homeowner maintenance, etc., to meet HOA Covenants. "Attention Needed ASAP" letters will be sent instead of Violation Letters to begin the process. This won't apply to any violations that have been previously reported.
- 7) Next meeting: June 15th 8 PM Zoom

President, Craig Pedersen, called the Zoom meeting to order at 8:04 PM

Attendance:

Board of Directors: Kendra Conrad, Jessica Cahill, Craig Pedersen and John Wilber QUORUM MET

Absent: Donna LeNoble, Jason Fish, Jason Rogers

Committee Chairmen and Volunteers: Jim Bruzas, Jason Flynn, Eileen Parker (Secretary)

Homeowners: Dan Cahill (S. Lamar Ct)

Homeowner's Forum: None

Minutes of the March 16, 2023 Board of Directors' Meeting: John Wilber moved to accept the Minutes as emailed to the Directors. Kendra Conrad seconded the motion. Passed unanimously.

Minutes of the 2023 Annual Meeting: approved by the Board of Directors as written and will be posted on the website. Governing Documents require that final approval is given at the next Annual meeting.

Treasurer's Report: Kendra Conrad

Kendra will review the year end report from the accountant, make corrections as needed for categories, etc., then post on the website.

Six homeowners have not paid the dues or trash collection fees to date. Collection Policy and Procedure has been followed to initiate collection.

2019 Reserve Study advised that more money needs to be put into these Reserve accounts as now underfunded.

*Motion by John Wilber and seconded by Jessica Cahill to increase Major Repairs & Improvements Reserve Account from 10% to 15% annually; but with increase this year from \$600 to \$1500. Unanimous vote to accept.

*Motion by John Wilber and seconded by Kendra Conrad to put \$25 000 left from budgeted expenses 2022-23 year to Reserve accounts now.

The current HOA bank, Vectra, doesn't interact with PayHOA software. We will need to decide on a new bank when the time comes to drop Quicken for the PayHOA system.

Architectural Control: Craig Pedersen

Jessica Cahill has been working with Donna and Craig on the ACC needs since the Annual Meeting.

Motion: Kendra moved and John seconded for Jessica Cahill to be the ACC Chairman this year. Unanimous acceptance.

Craig and Jessica want to separate the Complaints and Violations from Applications or Changes. However, the Board of Directors will be asked to weigh in on the decisions for determining Covenant Violations.

After the ACC committee firms up the plan for identifying homes/yards that need attention. They plan to contact those homeowners with friendly reminders to do needed maintenance as soon as possible and contact ACC if unable to do so or with questions. This is rather than send Violation notices immediately. Directors agreed and will help when see such residences.

Grounds and Landscapes: Jim Bruzas

Major sprinkler repair was done at Marshall and Euclid.

John Wilber has done some open space mowing.

Definitely need to plan on sprinkler system improvement in the next few years.

Pool Report: Craig Pedersen

Pool opening preparation already underway. Clearly need to resurface concrete around the pools as well as replaster the interior. Hoping to get it done this Fall.

Signs letting residents know that Security cameras are being used this year, etc. will be up by opening.

Future planning, will need to replace the picnic tables within a couple of years.

Jason Flynn and Kendra will make sure the paid residents will be on the key card activation list. Replacement cards are still \$35; but the fee will go on the account to be paid later unless the resident wants to pay immediately.

West side gate still needs to be repaired. Actively looking for a contractor.

Courts and Website: NO report

Miscellaneous:

Insurance Discussion: Inspection of facility by Insurance was finally received. There were a couple of items noted upon which we can follow up. A few other comments had nothing to do with HOA responsibilities. Fire extinguishers in the boiler room and in the garage were two that will be easy enough to remedy. Once we have the renewal notice from current Insurer, the Board can make a decision. The new bid response time will be extended for us. There have been issues in contacting the current insurer and getting an online account; but otherwise not a major problem. The new bid is very comparable for the same coverage as far as discernible.

Response from 8 homeowners in Filing 3 not currently in Master Association: Craig will continue to work on the issue of the 8 homeowners in Filing 3 not currently in the Master Association. Not all of those 8 returned the Acknowledgement (of change upon sale) forms. Craig plans to enter filings at County office once time allows and the correct filing method is verified.

Newsletter or other Communication methods: John will look at the company from whom Eileen got information and then talk to the Board again about this. The Directors would like to try to get more community involvement; but maybe the email communication being done now is adequate for essential communication .

ADDENDUM for Board of Directors' Meeting, May 18, 2023:

Action taken via email between meetings: Jason Fish found a good price from a known contractor to fix the pool house roof and rusty/poorly routed gutter issues. About \$3,000. This is not a bad price these days so I hope it is ok if we proceed with this before we lose the contractor to do the work. Ok?

In favor (via email response): Craig, Jason Fish, John Wilber, Jessica Cahill

No email response from other Directors. Majority in favor to proceed.

Meeting adjourned, 9:15 PM

Next Board meeting: Thursday, June 15th 8 PM Zoom format

Respectfully Submitted,

Eileen Parker

Secretary of the Board