

THE DUTCH CREEK VILLAGE HOA
MINUTES of the MASTER BOARD OF DIRECTORS' MEETING

February 15, 2024

SUMMARY of Key Actions Taken:

1. Discussed budget – will be finalized and approved at March BoD meeting.
2. Unanimous approval to use PayHOA tax preparation service. Budgeted.
3. Reviewed and approved Invoice statements for 2024-25 dues and Trash Collection. Will be sent by PayHOA either email or USPS to arrive shortly before March 1st
4. Annual Meeting tentatively set via Zoom for Thursday, April 18th at 7:30 PM

President, Craig Pedersen, called the Zoom meeting to order at 8:32 PM

Attendance:

Board of Directors: Craig Pedersen, Kendra Conrad, Jessica Cahill, Jason Flynn, Jason Fish, Jason Rogers

Absent: John Wilber

Notes of meeting were taken for Eileen Parker in her absence.

Homeowners: none

Minutes of the January 2024 Board of Directors' Meeting: Motion to accept as emailed prior to the meeting, seconded. Approved unanimously

Homeowners' Forum: none

Treasurer's Report: Kendra Conrad

*Reviewed the Draft Budget for 2024-25; and in general, it is complete except for a few items that may get refined estimates before the next meeting. The budget will be voted on for approval at the March meeting.

*Unanimous consensus decision of the Directors: Use PayHOA tax filing service since no longer have a local accountant and no residents offered their services. Cost is commensurate with past fee.

*Reviewed and approved the Draft Invoice format and language with the instruction page which is to be included with the invoices. This page was sent to all Directors by email in case further review was needed. Invoices for dues and trash collection are to be sent by the PayHOA system so as to arrive in homeowners' mailboxes or in email of those available in the PayHOA system shortly before March 1st.

We discussed the need for an accountant to do the Master HOA taxes. Board members are checking for contacts they may have to assist with taxes.

Meeting was adjourned at 9:15 PM.

Next Board meeting: Thursday, March 21, time TBD, Zoom format

**Respectfully submitted,
Eileen Parker, Secretary to the Board**