

Board Meeting Minutes - Draft
Creek at Chester

December 10, 2016

Redeemer Lutheran Church 4:00 pm

Board Members:

Present: Danna Krill, Tarrah Parvey, Brittney Freeman, Norm Moss, Jay Hallowell

Absent: no members absent

Quorum present: Yes

Others Present: Coy Krill, Gina Peters, Willie Hardin, Chuck Inks and Dereld Reisinger

Proceedings:

Meeting called to order: 4:10 pm by Danna Krill

Meeting minutes dated 10/04/2016 read. Parvey motioned to accept as written; seconded by Freeman; motion passed.

Meeting minutes dated 11/05/2016 read. Freeman motioned to accept as amended; seconded by Moss; motion passed.

Meeting minutes dated 11/17/2016 read. Parvey motioned to accept as amended; seconded by Moss; motion passed.

Discussion was held on Hallowell needing to follow up with the neighborhood watch and community by email in regards to next door and crime check.

Action: Hallowell will follow up as discussed.

Discussion was held on complaints and inquiries procedures document. Definitions were read and accepted as accurate for our community. Due to the variety of topics still needing to be addressed in regards to the board procedures, Krill motioned, seconded by Freeman, to table discussion until the next board meeting.

Action: The board will continue discussion on board procedures in a working session in order to have all documents prepared for approval at the next official board meeting. Some of these topics include, complaint procedures, complaint appeal procedures, ARC appeal procedures, violation letter procedures and fines for violations.

Discussion was held on the results from the structural engineer. It was noted that we have not received the results yet.

Action: This topic will be added to the next meeting's agenda as we are pending the official results summary from the structural engineer.

Discussion was held on the ARC structure. It was mentioned that Moss had posted the structure into Ryver. Krill started to pull it up and then discussed that in regards to complaint procedures that all ARC related complaints should go to the ARC not the board. ARC structure was not addressed after this due to running short on time.

Action: This topic will be added to the next meeting's agenda. Complaints in regards to ARC-related items will be discussed on the next meeting's agenda as well.

Discussion was held on EnviroPro was selected as the community landscaper.

Action: No action was taken; this was an informative discussion.

Discussion was held on whether why the board does not want to renew the contract with 4 Degrees property management. Some of these issues included: personnel being rude to community members, overdraft fees, charging \$75 an hour for the 4 degrees representative to be at our board meetings and excessive charges for mailing letters to the community.

Action: Krill motioned to not renew the contract; seconded by Hallowell; motion was passed.

Discussion was held on the board handling all responsibilities the property management company was responsible for. We agreed this would be the best plan in order to save money for the community and to build up our reserves. Discussion was held on getting a bank account, PO Box and purchasing a printer so that we can mail our own letters. Discussion was also held on getting letters ready to send to the community to include the new PO BOX address and HOA dues.

Action: Freeman will be getting in touch with Numerica in order to set up a bank account and signature rights for all board members. Freeman and Parvey will work on getting letters ready to send to the community. Hallowell is going to get a PO Box set up for community mail. Krill is going to provide a list of printer features so that we can select a printer for board use.

Discussion was held on getting a program that will allow for housekeeping of all financial items.

Action: Freeman will research a program to use as treasurer to keep track of all financial related items.

Discussion was held on getting a gift basket for the attorney's office that has been giving us legal advice in regards to Hayden Homes. Community members present were also asked what their thoughts are about spending HOA funds for a gift basket.

Action: Every community member present agreed a gift basket was a good idea. Parvey will get a gift basket put together for the attorney.

Discussion was held on homeowner's comments:

- Willie Hardin mentioned that he liked the complaint procedure that stated a homeowner first needs to be required to talk to their neighbor before being able to make an official complaint against the neighbor. He thanked the board for being willing to take on the additional responsibilities the property management company was handling. He told Gina to tell her husband thank you for doing the community sidewalks with his snow blower.
- Chuck Inks mentioned that if a complaint is made the board needs to talk to both parties in person, not just send a letter of response.
- Dereld Reisinger mentioned having an outlined appeal process for board and ARC decisions. He also mentioned the liability for having a checking account. He mentioned that the new board is working fabulously together.
- Gina Peters mentioned the snow plow guy, that he was a really nice guy and that Tom had allowed him to stack snow by their house but that we need to figure out somewhere else to put the snow piles.

Action: Moss and Hallowell will be the point of contact with the snow plow company. We need to figure who is responsible for sidewalks along Madison Rd. We need to send a letter to homeowners to remind them they are responsible for snow removal on their portion of the sidewalk.

Moss motioned to adjourn the meeting; seconded by Freeman; motion passed. Meeting adjourned at 5:08 pm.

Minutes written and submitted by Tarrah Parvey