

# QUALCHAN HOMEOWNERS ASSOCIATION

## BOARD MINUTES

December 7, 2015

### CALL TO ORDER

The meeting was called to order at 6:00 PM in the Trading Company Conference Room.

Board members present: President Dan Skindzier, Vice President Willie Masten, Secretary Anne Franks, WEB Properties Management team Bill Butler and Eric Lundin, Warren Franks, Arc Chairman.

Minutes were read, approved as read.

### SUMMARY OF FINANCIALS

Bill Butler gave a review of the financials. Board members were all furnished with copies of the Cash Flow Reports, Budget Comparisons, General Ledger reports, Customer Prepays. The Monthly Report shows the balances of the QHA as of 11/30/2015 as follows: Operating Account - \$4,592.38; QHHA Reserve Account - \$16,164.02; QHHA Savings Account - \$9,476.25.

### OLD BUSINESS

Review of delinquent dues activity since last meeting: 4736 S Keyes Ct, notices were sent and owners paid \$6,265.36 in back dues, fines and legal fees. 4710 S, Pender Lane was also mailed notices. Homeowner has not responded as of this date regarding amount due of \$5,627.96. Anne Franks made the motion that WEB Properties be paid \$250.00 for the extra work that is being done on the two delinquent accounts. Willie Masten seconded and this was passed.

Pender Park update – Upgrades were done and the Board is satisfied with the work. Cost remained as bid with enough money left to plant additional flowers in the spring. Invoice from M&M for just under \$10,000 as agreed upon was sent directly to Donna Simanton and her foundation made payment as a special grant for the upgrades.

M&M will be requested to submit a quote for weeding, pruning, etc. at the entrance hillside. Dan suggested that “Bishops Weed” be considered as a ground cover in lieu of bark.

Website – After several options were discussed, the Board decided to go with WEB Properties company to establish a new web site. Cost for set-up will be approximately \$100-\$200. Once set up is done, Annual charges are typically \$200-\$300 to host and update the site. Dan Skindzier made the motion to establish this new site, Willie Maston seconded and it was carried. Leslie Fuqua has a thumb drive from the previous web site and she will turn that over for our use.

Occupant at 1110 Bolan got a bid from M&M for work to be done but she did not like the price. Vegetation was overgrowing in several areas and becoming an eyesore to the neighbors and Association. Process regarding clean-up will begin again in 2016.

## **NEW BUSINESS**

2016 Draft budget was discussed. Board members were handed WEB Properties estimates. At the Annual meeting, the possibility of dues increases will be an agenda subject.

Pond Bid – Inland Water Pest Control & Consulting submitted a bid stating that six treatments starting in April should be sufficient. \$100.00 per month will be added to the park budget. Dan made the motion, Willie seconded and it was carried.

The homeowner at 4730 S Pender Ln has received \$150.00 in the past for reimbursement for water to the swale next to the house. WEB Properties drew up an agreement similar to the Daugherty agreement and suggested an agreement be signed by both parties and kept in place by the Board. This was approved by the Board.

De-ice roads – Kip Lane needs to be de-iced and M&M submitted a bid that was approved by the Board. This means additional efforts will be made to de-ice or sand private roads as needed in winter.

Dick Thiel asked the Board to address Section 4.01 of the HOA Covenant for Single Family Residences and this will be an agenda item at the annual meeting.

The next Board meeting will be held at Trading Company on Jan. 18 at 6:00 PM.

The Annual Meeting will be held on Jan. 25, 2016, time to be decided.

Meeting adjourned 7:45 PM

## **EMAIL INSERTS**

### **Email discussions since last meeting on October 5<sup>th</sup>:**

1. The Board received a request to investigate a property owner that was using two “for rent” signs to advertise his property in violation of the sign clause in our Covenant. WEB properties was requested to send the owner a notice of violation.
2. WEB properties sent the QHHOA President and Vice forms to sign authorizing the transfer of funds from the Reserve account to Operating account to pay for the Street Sealing and crack Sealing that occurred.
3. Emails were exchanged about advertising/soliciting for Board Member replacement candidates. Eric offered a postcard used in an Association suggesting interested persons submit a short Biography and Essay about why they would like to be a board member. The postcard idea was approved and sent out.

Sincerely submitted,

Anne Franks