

Qualchan Hills Homeowners Association Board of Directors Meeting
Tuesday, June 26, 2018 4:00 PM
Yoke's Conference Room

1. Call to Order & Establish Quorum: Quorum is established.
2. Introductions
 - a. Board Members: Willie Masten, HOA President; Val Brendemihl, HOA Vice President; Heather Kohler, HOA Secretary.
 - b. WEB Properties: Eric Lundin, Bridgett McCain.
3. New Business
 - a. Eric will no longer be working with Qualchan Hills HOA. Bridgett McCain will be the manager moving forward. Eric will remain at WEB Properties and will work closely with Bridgett to ensure continuity of all on-going association issues.
4. Old Business
 - a. Delinquencies - On 06/25/18, WEB Properties was advised that a settlement will be offered in the ongoing legal action involving 4736 Keyes Ct. The current outstanding balance on the account is \$6,515.29. Bridgett will notify Board members once information is received on the settlement offer.
 - b. Dues – The Board has been working with concerned homeowners regarding the dues increase from January 2017. The increase from 2017 raised dues from \$23.00 to \$45.00 per home. Due to homeowner feedback about the process followed when the dues were increased, the Board discussed returning the dues to \$23.00 for the third quarter of 2018. This will create a revenue shortfall of \$6,336.00. It was discussed that the association will not be able to maintain their current level of services to homeowners with dues at \$23.00 for the remainder of the year. A vote to increase the dues will have to take place before the fourth quarter. A meeting with homeowners will be scheduled for Monday, August 27th at St. John's Lutheran Church to include a vote for the dues increase. Prior to the meeting, mailings will be distributed to all homeowners explaining the association's current financial status and notifying them of the meeting. If an increase is not approved by homeowners, a special assessment may be considered to pay for necessary contracted services. Willie made a motion to approve the plan of returning dues to \$23.00 per home for the third quarter and to move forward with the homeowner meeting. Heather seconded the motion, and Val voted in approval. Willie requested Eric to be present at the meeting to explain the management change. Eric agreed to attend if possible.
 - c. Common Area Landscaping – Willie inquired about the yard maintenance of common areas. Eric stated that the issue has not yet been resolved as not all Board members have voted to approve the increased expense for the additional

services. The bid for the additional services is estimated at \$4,000. Eric stated that several of the areas that had received complaints had been worked on the previous weekend and that feedback from homeowners had been positive. Eric also discussed that with the return to \$23.00 dues rate, there will be a financial gap, making it more difficult for the association to afford increased services.

5. Additional Items

- a. Board members voting for approval via e-mail has not been successful with recent meeting minutes and Board issues that need resolution. This is delaying important Board business such as minutes being posted online for homeowners, and issues being addressed in a timely manner as WEB is not able to act without Board approval. Eric discussed that some HOAs set up a contact group of Board Members who can vote quickly to keep the process running efficiently. This would allow matters to be settled without the immediate vote of all Board members. Willie stated that at this time, he prefers to keep all Board Members involved in the decision making process. Bridgett agreed that she will continue to encourage responses from all Board members, however if this is not working, the Board may need to reevaluate how they wish to proceed with future decision making. Eric noted that any changes to the current process would need to be clearly documented.

6. Adjournment: Willie called the meeting to an end at 4:45 PM.

Minutes by:
Heather Kohler
QHHOA Secretary