

Graf Meadows HOA

Board Meeting Minutes

April 19, 2017

Opening

The board meeting of the Graf Meadows HOA was called to order at 6:00pm on April 19, 2017 at the Stout Residence by David Castleton.

Present

David Castleton, President; Nancy Stout, Secretary; Scott Mikkelson, Landscape Chair; Brian Stout, Architecture Chair; the Dolezsars', Social Committee;/homeowners

Topics Discussed:

- ❖ **Board Meeting Minutes:** Discussed and agreed that all meetings of our current board would be recorded via notes with secretary and that the information and notes would be drawn up and forwarded to the webmaster to post on neighborhood site. We all want to be transparent about what is taking place with the HOA and maybe by making this information more available the homeowners who are interested can allow for them to have a better appreciation for what takes place and is going to need to take place in the near future, etc.
- ❖ **Fence Repair / Maintenance:** Discussed and voted on with 100% agreement that this current HOA board is going to interpret the charter in regards to fence repair and maintenance as a HOA responsibility which is limited to a: replacing and or repairing, reinforcing existing failing fence post, damaged or failing fence board panels and railings and preventative maintenance in regards to color condition and staining, etc. This does not mean that current board or future board members votes cannot change what the HOA agrees to consider and maintain. In addition, continued decisions to have the HOA cover cost have to be based upon reserves and ability to afford them.

Discussed and voted on with 100% agreement that the HOA is going to contract out to have only the failing and or damaged 4x4 post re-enforced at this current time and that we are contracting out to have the entire fence sections along Springville Rd. and the common walk path at the west end of the properties re-stained with a solid color fence stain product. Color(s) to be determined but will be consistent with natural / neutral tones existent in the stone columns.

Discussed and agreed on that raising the fence an additional 10"-15" with "decorative riser" panels above each section to the bottom edge of the concrete column caps would be desirable but that authorizing the expense falls outside of what the HOA can currently afford based upon financial statements provided by Dan D, Treasurer. Concerns over reserves, future expenses, etc. and that is may fall outside of what repair and maintenance means as defined by the charter.

Option was given to the homeowners who have fences along Springville Rd. to extent the height of the fence with the above mentioned "decorative riser" panel sections at their

expense, based upon existing pricing bid and was broken down by homeowner / lot in order to allow for them to make decisions as to yes or no. More on this to follow when we have a couple answers back from present owner occupied homes and then letters to be sent to rental occupied homes to bring them up to speed and assess fee for "maintenance".

Work to begin on repairs within next 3 weeks and staining to be done weather permitting and contractor is being notified of decision.

Conclusion on fence project is that we as a board are minimizing the amount of funds being spent to bring it back to an acceptable standard by fixing failing sections and re staining the fence with better product, which will drastically improve the overlook look and add value to the neighborhood.

- ❖ **Past Due HOA Fees:** Discussed and voted on with 100% agreement that "demand" letters be sent to any and all homeowners that have any outstanding dues from years past. President, David C. agreed to work with you Dan D., Treasurer on the letter format and content. Demand letter is to state in some way or form A) the primary required duties of the HOA charter and the financial responsibility of the HOA to perform these duties which include but not limited to fence maintenance, landscaping maintenance (grass, shrubs, water, power), insurance cost, etc.; B) a demand that the homeowner response only to you Dan D, Treasurer within a 30 day period to either pay off entire balance owed or make arrangements for multiple \$100.00 monthly payments in succession to clear outstanding balance; C) failure to response and make effort to pay off balance or make concessions with Treasurer to clear the balance will result in the HOA taking legal action in order to collect the required funds and the legal (small claims court?) cost associated with doing so; D) somehow state that HOA is in need of collecting on all outstanding accounts in order to have the required funds available for current required maintenance projects and for reserves that need to be set aside; and E) somehow make it clear that not paying is not an option

Legal aspect of collecting on the HOA fees. I have reached out to my attorney friend of mine to see how to and what the ramifications of filing small claims against homeowners is and how the HOA board should best do this should we get to that point with any homeowner. Additional follow up may be required with our insurance agency in re: to EAO policies, etc. More to follow as we figure it out.

- ❖ **Additional Meetings:** Discussed and agreed to meet end of June (basically end of quarter) at a minimum, date to be determined, with agreement that if other meetings are required to discuss ongoing issues then no problem. All board members present very willing to spend the time to work together to correct past errors, bring HOA in compliance and improve the community as a whole within the scope of what we can do.

Adjournment

Meeting was adjourned at 8:00pm by David Castleton.

Minutes submitted by: Nancy Stout, Secretary