

**Board Members:**

Present: Richard Job, Andrew Horlacher, Susan Swarens, and Jeri Pietzold. Also in attendance: Nichole Sullivan - Noah and Assoc.

**Quorum present?** Yes

**Proceedings:**

- Meeting called to order at 6:30 p.m. by Chair, Andrew Horlacher
- Jan. 2012 meeting minutes were approved

**Old Business-**

1. Gutter cleaning, drain clogs.
  - a Action - drains cleared of clogs. Drains to be checked for damage from root growth.
2. Decks and units with debris and unsightly storage items. Flag still visible on deck. Some carport lights and walkway lights stay on in the daytime.
  - a Action - Resident with flag has been removed
3. Garbage enclosure repairs, currently an ongoing issue -
  - a Action - Board discussed current bid for repair. Nichole has received additional bids and will email Board copies to review and vote on which vendor best fits MP requirements. So far, bids received from Rick's Fencing and Westmeyer Fencing.
4. Terminix sprayed for spiders, no invoice received yet to determine results. Nichole will check on invoice. Currently MP has an annual contract which costs \$118. Board will look at a copy of contract to see what services this includes.
5. Energy efficient lighting, currently an ongoing issue –
  - a Action - Board to get bids from other vendors and vote on best option for new outside lighting. Looking at sensor based lights.
6. 2012 Budget Board has concerns as to why "Financial Reserve Study" completion timeframe and why it still has not been completed from last year. Board has determined that another report will not have to be completed in 2012.
  - a Action: Nichole notified Board that report will be completed soon after some accounting codes are changed. Board concerned about how long this report has taken and how new budget can be determined without contents. Richard stated that the letter previously to be drafted is now not necessary due to conversations between him and Nichole to clear up some questions regarding procedures.
7. The Holly Tree property. Board may have to issue a warning to one resident who is still walking dog on their property. Information will be submitted to Nichole to send a letter.

8. Board voted to have the Annual meeting for all residents on March 14, 2012. Nichole said notifications will be sent out on Friday 2/24 for annual meeting date. Meeting scheduled for 3/14, 7:00-8:30 with a short Board meeting following annual mtg. Board voted to add a request to notification for all owners to attend this year's mtg. to ensure they have a voice if they have any issues. Flyers may be delivered door to door as a reminder.

### **New Business**

1. Communication between Board and Noah and Assoc. Board discussed concerns that all information should be sent to all members of Board instead of one or two people. All communication and/or questions will be sent to Nichole and she will respond accordingly. It is asked that all Board members read all correspondence thoroughly before responding.
  - a. Board will take a more pro-active role in all decisions made for budgets, repairs, violations, etc. Notifications will be sent to Nichole regarding issues so she can send out notifications or prepare any documentation.
  - b. Violations letters are currently not being followed up on. Violations typically require 14 days to correct. Nichole provided copies of Noah and Assoc contract, services provided by Noah and Assoc and other printed materials re management tools.
2. Board vacancies - Board notified that Linda Goss may have to resign as a Board member due to work schedule. Two vacancies need to be filled, one to be
3. Pressure washing - Andrew to check on complex requirements.

Meeting Adjourned at 7:30 PM. Next meeting will be annual meeting scheduled for March 14 22, 2012.

Minutes submitted by Susan Swarens - Board Secretary