

Meeting called to order at 7:32 pm

In attendance

Lloyd Marshall – President
Mike Kendall – Vice President
Jennifer Clark – Secretary
Kathryn Scott – At Large
Krista Miller – At Large

Absent

Rebecca Crocker – Treasurer
Byron Lewis – ARC

LLOYD OPENED THE FLOOR TO ALLOW FOR A MOTION TO ADDRESS THE AGENDA FOR TONIGHT'S MEETING.

- ✓ Jennifer made a motion to accept meeting agenda with additions.
- ✓ Kathryn seconded
- ✓ **All in favor**

JENNIFER READ OCTOBER MINUTES

- ✓ Krista made a motion to accept minutes as read
- ✓ Mike seconded
- ✓ **All in favor**

JENNIFER READ NOVEMBER MINUTES

- Corrections:
 - “Lloyd asked for a motion to approve” to “Lloyd opened the floor to allow for a motion to address”
 - After “Financial Report by Rebecca” add the word “(attached)”
 - Under Financial Report change “? made a motion” to “motion was made”
 - Under Financial Report change “? seconded” to “properly seconded”
 - Under Traffic Survey change “Stephens” to “Stevens”
 - Under Update Storage change “Achieved” to “Archived”
 - ✓ Kathryn made motion to accept minutes as read with corrections
 - ✓ Mike seconded
 - ✓ **All in favor**

FINANCIAL REPORT (READ BY KRISTA)

- We need to ask Rebecca about the dates on the report
 - ✓ Krista made a motion to table the report until Rebecca returned.
 - ✓ Mike seconded
 - ✓ **All in favor**

VOTE OF CURRENT DISCLOSURE PACKAGES

- Should homeowners who paid for and receive a disclosure package be charged for updated disclosure statements from the HOA? We currently have such a request and we need a decision right away. I recommend that we not charge them as long as the second request falls within the period that their HOA dues were paid in full for the year and there are no subsequent ARC violations/complaints that require re-inspection
 - ✓ **All in favor**
- We need further discussion on what we will do if a package is over a year old.

WEBSITE UPDATE

- The request for disclosure package link was corrected.
- Patti is still working on the website.

TRAFFIC SURVEY UPDATE – KATHRYN

- Kathryn received a voice mail from Steve Stevens in reference to the traffic survey was a follow up from a previous request.
- Brent Randolph left a message about the signal work study is in the stages of review and will call back with the results.

STORAGE OF HOA ARCHIVES

- At the November meeting we approved renting a storage unit for archived files. After reviewing the budget we want to reconsider renting the storage unit at this time.
 - ✓ Jennifer made a motion to rescind the previous vote for the storage unit and to revisit it after discussion of purging and the budget allows us to re-entertain getting the storage unit.
 - ✓ Mike seconded
 - ✓ **All in favor**

DISPOSITION OF TWO MATURED CDS

- CD 1 was rolled over at a 5% interest rate.
- CD 2 put into the operating account until we decide what to do with the money.
 - ✓ Jennifer made a motion that we roll the 2nd CD into the operating account to be used to offset the expenses for the next budget year.
 - ✓ Krista seconded
 - ✓ **All in favor**

BUDGET FOR 2008

- Lloyd presented the 2008 Budget which is attached.
- Lloyd explained that the disclosure package cost will be increased from \$100 to \$200.

- Kathryn let the board know that snow removal is not included in the budget
- The board agreed to have further discussion before paying for the Community association Institute Membership.
 - ✓ Jennifer made a motion to accept the budget.
 - ✓ Kathryn seconded
 - ✓ **All in favor**

DELINQUENT/NON-PAYMENT HOA DUES

- Discussed procedure for delinquent and collection process for HOA dues.
- Highlighted notes from Arrowood HOA Covenants Subject Delinquent Fees are attached.

LIGHTS FOR LANDSCAPING FRONT ENTRY

- Kathryn spoke with the electrician on the phone who could not locate the meter. If the electrician comes back out he will charge us \$150 a hour.
- Kathryn will call NOVEC to find out where the meter is located.
- Kathryn will discuss the possibility of solar lighting for the front entrance.

NUMBER OF HOUSES IN THE COMMUNITY

- There are 253 houses in the community, verified by the postal carrier Robin for our community and Charles Crocker who works at the postal annex.

FEEDBACK FROM ASSESSMENT LETTERS

- Krista received several return envelopes.
- Krista will work on getting corrected addresses and resend these letters out within the week.
- The basic needs of our Annual Maintenance Assessment are attached.

SEAL FOR HOA

- Neither Rebecca nor Jennifer have the seal. We need to purchase a new one.

ARC ISSUES/COMPLAINTS – BYRON

- Tabled until January.

NEXT HOA MEETING

- Second Thursday, January 10, 2008.

ANNUAL MEETING DATE

- April 17th at 7 pm

COMMUNITY TIME

Community members in attendance: Beth Starrs, Karen Moyer, Terry Monroe

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Meeting adjourned 9:34 pm