

UPLAND GREEN HOMEOWNER'S ASSOCIATION
Board Meeting – Wednesday, December 8, 2010 - Approved

Board Members Present: Celina Bonilla, Alicia Hanke, Zach Hegtvedt, Danielle Perry, Paul Peterson, Pat Swilling Holdridge

Homeowners in attendance: 2 homeowners in attendance. Attendance sheet maintained separately for confidentiality.

Meeting called to order at 7:02 pm

1. Welcome

Alicia welcomed and introduced new board members: Celina, Zach and Paul.

2. Homeowner Commentary

Homeowner presented roofing materials for board approval. Their roofing contractor has assured them that the color will match, although the material is slightly different. The current 3 tab version is no longer available. The other side of the home does not leak at this time and is not in need of repair. A letter was provided to Zach from the neighbor that they agree to use the same materials when they are ready to replace their portion of the roof. Zach will review the roof color tomorrow and will provide the homeowner final board approval.

Homeowner noted several abandoned cars on the 136th entrance.

Homeowner noted that a snow mobile was on the green and in the street the week of Thanksgiving. The police were called, but were unable to catch the individual.

3. President

Alicia discussed the expected behavior of board members and homeowners at meetings. Board members need to adhere to expected behavior and inappropriate language will not be tolerated. Alicia will announce at the beginning of all future meetings what the expected behavior is. A meeting will be stopped if anything occurs during a meeting.

4. Landscaping

Pat shared the snow plan. Our landscaping vendor maintains a list of clientele of who will get plowed should it snow. If they are unable to fit Upland Green on the list this year, it should be on next year.

Chief responsibilities of landscaping are as a liaison between the landscaping company (NW Landscaping), the board and the community. This position also addresses homeowner complaints and questions about property, landscaping, trees, and overall beautification of the neighborhood.

Pat had been chaining up the tennis courts in fall/winter. This task will be given to Architectural Control.

5. Architectural Control

Zach reported on the status of his transition. Jennifer provided some history and the template letters. The future expectation is to gain consistency and maintain open communication with homeowners. Zach will continue to use the spreadsheet to manage offenses and fines for mismatched garage doors, poor landscaping, signs, tarps on roofs, garbage cans, etc. Zach will review documentation to better understand the Rules and Regulations, timelines and fines.

6. Community Relations

Alicia will be transitioning the I-power website and the Skype telephone account. Email confirmations will begin going to Paul, not Alicia. Paul is to farm out voicemail and email inquiries to the appropriate board member and cc Alicia.

Paul will try to get the next newsletter out in March. He will explore various options including 8 ½ x 11 w/ envelope, w/o envelope, and postcard. Feedback from homeowners indicated they liked to receive the newsletter via mail, rather than at their door. Mailings can be expensive.

Alicia reviewed the various events held in the past (garage sale, egg hunt, pool party). Paul will coordinate the pre-event contact via signs and email. Most events are held in the spring/summer. The board would like to get an event in the fall. Paul will create an event plan and present it at the next board meeting. Alicia will send out the 2011 budget.

Paul will create a new map with property lines.

7. Block Watch & Overflow Lot

Debbie will maintain the overflow lot through the remainder of the year. The position spreadsheet and binder are up to date. She still needs to finish the space numbers. There is no cost for the use of the lot anymore since the lockbox was added. This position will take over watch of cars on the street to include vehicles with expired tabs and those that are undriveable, haven't been moved, or are unlicensed.

No blockwatch volunteers.

8. Secretary

Danielle reported that Julie is still interested in the Secretary position and will come to the January meeting. Danielle will continue in position until the new appointment is made.

The board reviewed the Action Item list and made updates.

Minutes were previously approved via email and posted.

9. Treasurer

Alicia distributed the following financial documents:

- Profit & Loss November 2010 – Alicia will follow-up with Marian on the -\$63.00 Dues Income.
- Profit & Loss Budget vs. Actual – Alicia noted that the 2010 budget was not well prepared resulting in expenditures that didn't match well with the budgeted amounts.
- Customer Balance Summary – 16 homes still have balances on their accounts. The board voted and approved to apply a lien on six homes. Four homes are currently in a payment plan with Receivables Management. Based on the low balances, Alicia will contact four prior to applying additional collections action. One home needs additional research before applying additional collections action. One home in foreclosure was voted and approved to be written off. It is unlikely that we can locate the owner and the cost to pursue will outweigh the balance on the account. Three additional homes have positive balances and will have checks cut and sent to them to zero out their balance before the end of the year.

Alicia will prepare the January 2011 invoice with Marian. It will reflect \$280/annum or \$75/quarter (\$300/year).

Meeting adjourned 8:54 pm

Next Meeting:

The meeting will be held on Wednesday, January 26th from 7:00 – 9:00 pm at Kamiakin Jr. High (Room 129)