

ASHTON POINTE HOMEOWNERS' ASSOCIATION
(DRAFT)MINUTES FROM BI-MONTHLY BOARD OF DIRECTORS MEETING

Tuesday, November 29, 2016

6:30 p.m. at Johnston City Library

- **Call to order:** By Board President Mark Perington at 6:34pm.
- **Roll call:** Perington, Flanagan, Olmstead, Larkin & Doerrfeld. (Callen absent)
- **Approval of agenda:** Motion Larkin, second Olmstead, all approved.
- **Committee reports:** None

Consent agenda

- Review of September meeting minutes.
- Discussion of September financial reports. Confirmed our policy is for a Demand letter if balance is over \$500. If no response in 10 days, file lien. (NEW BUSINESS) Small claims if \$1000 to get judgement.
- Approval of consent agenda, motion Flanagan, second Perington, all approved.

Non-consent agenda

Priority business

- Transition of new HOA Manager (Doerrfeld Properties)
 - Review of management report – Review bank statements, aged receivables and paid bills.
 - 2017 Budget and Assessment – Discussed irrigation, prairie, common areas and desire to maintain at least 1 year reserves.
 - Board of Director Candidates/ Nominations - Doerrfeld will include a letter to all homeowners soliciting candidates for the Board when she sends out the December semi-annual dues notice. Board members are encouraged to solicit volunteers from their neighbors. Perington's term will expire and Larkin will be moving in 2017 so one spot will be immediately available with a second in the near future.

OLD Business

- 100th Street Reconstruction Update - Roadwork is progressing. Road opening soon.
 - Sidewalk is finished and we be responsible to have snow cleared this season.
 - Final grading will be in the spring, irrigation plan will need to be submitted to the city for approval at that time.
- Common Area Maintenance -
 - Rework Irrigation – plan to city in the spring
 - Electrical connection to monument – after final grading.
 - Monument sign planter bed expansion – Consider estimates from landscaping companies. Look at this in the spring when the city is finished its work.
 - New north monument sign – is there city restriction in having two monument signs? Perington will ask the city. If we can have a second sign then we will determine who did the current sign and what the cost was.

- Eliz will get professional landscaping companies to suggest improvements to 100th street common area.

New Business

- Website – Doerrfeld will get bids to do a refresh, update meeting minutes and remove Facebook page information (since it is not active) for our website.
- Snow removal – Doerrfeld has three estimates for snow removal, Board reviewed proposals and agreed on Sly, motion Perington, seconded by Flanagan, all approved.
- Board agreed on policy for delinquent dues as follows – At \$500 send demand letter, if no payment in 10 days or no payment arrangement, then file lien. If balance exceeds \$1000, give 10 days to resolve or small claims and judgement.
- Annual meeting – In order to get more attendance at the annual meeting in February it was suggested we raffle 2 gift cards for homeowners' that attend the meeting and one for proxy submission. Decision to be finalized at next meeting.
- Doerrfeld asked for a copy of last year's annual presentation. Perington will send it to her.

Board member comments:

None

Next board meetings: Tuesday, January 24th at 6:30 p.m., Johnston Library

Adjournment: 7:50pm, motion to adjourn Flanagan, second Perington, all approved.