

**Mill Creek Homeowners Association
Board Meeting Minutes**

June 11, 2013

I. Convene Meeting:

The meeting was officially convened at 7:35. Board members in attendance: Neal Grandy (President and co-Treasurer), Addeane Caelleigh, Member-At-Large and Newsletter Editor, Maritza Saavedra (Architectural Review Committee), Brian Lewis, member-at-large, Pam Riley, Member-At-Large, and Janet Eden, Member-At-Large. Absent: Brian Markot (Vice-President and co-Treasurer)

II. Approval of May Minutes

The minutes for May were reviewed and adopted contingent on changes submitted by Board members.

III. Homeowners Issues/Concerns - none

IV. Treasurer's Report

a. Checking Account Balance as of 5/30/13 is \$56,793.30

b. Restitution Savings Account Balance as of 5/30/13 is \$2,657.74.

c. Dues – 5 members still have not paid; three live in the neighborhood but the others are overseas and the management company is not responding to our notices. Neal Grandy will send one warrant-in-debt notice to collect.

d. SCC filing –has been filed for another year; all Board members were named and 2 officers were identified (Neal Grandy as President and Co-Treasurer and Brian Markot as Vice-President and Co-Treasurer).

V. Ongoing/Old Business

a. Mailboxes: Board members will survey mailboxes again in late summer and will send out second notices if necessary.

b. Web site redesign: As noted in earlier minutes, the Board decided to upgrade the website and Brian Lewis agreed to explore the costs of different options. Brian showed the Board members several websites (local and elsewhere). The following options were discussed: a) do a simple site that is maintained by homeowners; b) pay a small fee for required maintenance; and c) contract with someone to custom build a web design. Brian also has initiated Google Analytics so we can find out what parts of our website are most frequently accessed.

c. Legal Representation – Neal Grandy will email Cheri Lewis by the end of the week to set up a meeting. He'll notify Board members to see who is able to attend the meeting. Topics to explore and to gauge her experience with include: covenant enforcement and penalties, bylaws and covenant changes, board elections, common areas and trail issues.

e. **Newsletter:** Addeane will finalize the content and the newsletter will be mailed to all homeowners.

VII. Common Grounds – no activity

VIII. Architectural Review Committee – no activity

- a. **161 Gristmill** – new mailbox put in
- b. **1348 Gristmill** – new mailbox/paint
- c. A contractor made an inquiry as to Mill Creek HOA window guidelines, we have none

IX. New Business

a. **Brian Markot leaving Board/New Board member and Treasurer needed**– Brian Markot has notified Board members that he will be moving this summer and the Board will need to find a replacement Board member and Co-Treasurer. Addeane Caelleigh will put a notice in the next newsletter asking for new board members, especially someone with a financial background. The Co-Treasurer will need to be listed on the bank account and we will need to notify the SCC about the change.

X. Date for July meeting

Next Board meeting will be Tuesday, July 9th; 7:30 PM at Neal Grandy's house (105 Boulder Spring Court). [Postponed to July 16th.]

XI. Adjournment – The meeting adjourned at 9:05 PM.