

# Mill Creek Homeowners Association Board Meeting Minutes

8 May 2013

## I. Convene Meeting:

The meeting was officially convened at 7:40. Board members in attendance: Neal Grandy (President and co-Treasurer), Brian Markot (Vice-President and co-Treasurer), Addeane Caelleigh, Member-At-Large and Newsletter Editor, Brian Lewis, member-at-large and Pam Riley, Member-At-Large, Janet Eden, Member-At-Large. Absent: Maritza Saavedra (Architectural Review Committee).

## II. Approval of March and April Minutes

The minutes for March and April were reviewed and adopted.

The group reviewed some of the guidelines for what should be included in the minutes. In general, homeowner's are not identified regarding issues or concerns they raise with the Board and/or when they request architectural review. This practice is intended to maintain homeowner confidentiality. Board members names are included in the minutes when an assignment for work has been made or when a work report has been given.

## III. Homeowners Issues/Concerns

a. **Rooster on Gray Stone Court** – A complaint was made to the board about crowing but the homeowner had already removed the animal before any board action was necessary.

b. **75 Mill Creek Ct** – The homeowner has asked the HOA to mow the grass between the sidewalk and Mill Creek Drive. A Board member spoke with the owner and explained that since it is the homeowners land (not the HOA's) it is the homeowner's responsibility. [A similar question was raised two years ago and resolved between the HOA's and homeowners lawyers; the resolution was the same.] The homeowner is elderly, and while the Board won't assume the mowing for private land there was some concern that some homeowners might need the assistance of friends or neighbors to keep their yards mowed. A Board member suggested that we put a request in the newsletter for neighborhood volunteers to help older or infirm neighbors with their mowing or other yard chores.

## IV. Treasurer's Report

a. **Checking Account Balance** as of 4/30/13 is \$56,904.28

b. **Restitution Savings Account:** Currently \$2,382.36 but this does not include the two most recent payments. It was reported that we have been getting \$100/month but in April we received \$175 and \$205 in May.

### *Restitution Collection*

Several concerns were raised about the restitution: 1) how much time it takes to discuss this at every board meeting, although there is often no new information or change to our situation, and 2) not knowing how much Kevin is making and so not knowing if the parole officer is enforcing the

20% payment that the HOA is due. Janet agreed to contact the parole officer's supervisor. Another board member suggested we seek assistance from our State Representative. The board also agreed to limit the discussion to 2-3 times a year.

**c. Dues** – 205 homeowners have paid and 9 have not. All delinquent owners have been sent a third notice and the Board agreed to take the next step which is to issue the warrant -in-debt to the remaining delinquent homeowners.

## V. Ongoing/Old Business

### a. May 23<sup>rd</sup> Biscuit Run/ Mill Creek Trail Community Meeting

After discussion about the status of the promotion for the event, the Board decided to postpone the meeting until the fall so that adequate notification can be made. Pam Riley agreed to call Dan Mahon and Monticello High School to reschedule.

#### *Email Notification System*

Everyone agreed that the most effective way to for notify homeowners about events is via email. The Board will build a more comprehensive list by 1) emailing households we have addresses for (1/2 of the members); 2) asking Barbara Mann to put out a request for use of emails for those currently on the list serve; and 3) putting a request in the newsletter for households that we don't currently have emails for now, but who would like to be notified about events. Brian Lewis has agreed to be the contact person in the newsletter.

**b. Taxes:** No activity

**c. Web site redesign:** The Board held a discussion about three options in order of lowest to highest cost: 1) free options such as using WORDPRESS which would require a webmaster; 2) fee options such as purchasing a hosted site like a \$150 option through smug mug (provides us more flexibility than a free option); 3) turnkey options for a custom designed website that would cost us more than the other two but would give us the greatest flexibility.

Brian Marcot and Brian Lewis agreed to be a working group for revising the website. They have asked Board members to look at other HOA websites that they like and to communicate to them specifically what they like and what capabilities they want in a new website.

Brian Lewis will host the June 11<sup>th</sup> meeting at his home so that he can demonstrate possible website updates.

**d. Legal Representation** – Neal has identified a possible lawyer and agreed to contact her by May 10<sup>th</sup>. A follow-up meeting with some Board members will take place to discuss her experience, rates and our issues.

**e. Newsletter:** Addeane will send an email with possible topics for the next issue and will ask for responses from the rest of the Board.

## VII. Common Grounds

a. **73 Gray Stone** – Needs to clean up trees, tree service is backed up.

**b. 1420 and 1424 Graystone** – Janet Eden and Pam Riley met with the homeowners to discuss damaged trees and invasive ivy and olive trees in the common area between them. The Board members gave the owner who wanted to remove the two damaged trees permission to do so at her expense. The other owner was given permission to remove the ivy and to tag the olive trees he wanted to remove and to make sure his neighbor was OK with those identified before removal. He was also asked to remove a large dead tree on his property that is a hazard.

- c. **Survey of common areas** – Janet and Pam agreed to begin a survey of common areas to identify dead trees and other hazards that the Board should consider addressing. One dead tree has already been identified between 1432 and 1438 Gray Stone.

#### **VIII. Architectural Review Committee – no activity**

a. **1333 Gristmill** – The owner submitted plans for an expansion of the shed from 8 x 8 to 16 x 12. The board approved the size and style and will remind the owner of the covenant that prohibits running a business out of a home. It was noted that the request to the Board doesn't match the building permit received from the County.

b. **1455 Graystone** – The owner asked the Board if they had identified a correct auxiliary parking spot and the board agreed with the space identified.

c. **1363 Gristmill** – The owner borrowed the color list/book to try and match paint colors.

d. **112 Mill Creek Drive** – They contacted the Board to inquire about having their front sidewalk redone and it was approved.

#### **IX. New Business**

a. **State Corporation Commission** – Neal will file as usual with the SCC and will send in the annual \$25 fee. He will submit the required list of board members and identify the President/Co-Treasurer and the Vice-President and Co-Treasurer.

b. **Board meeting changed to the second Tuesday of every month.**

#### **X. Date for June meeting**

Next Board meeting will be Tuesday, June 11<sup>th</sup>; 7:30 PM at Brian Lewis's house (1291 Timberbranch).

**XI. Adjournment** – The meeting adjourned at 9:35.