

Millcreek HOA Board Meeting
11/11/14
Minutes

lms
J
ASC
J

Attendees: Board Members -Brian Lewis, Jim Aitken, & Naomi Aitken, and HOA member Neil Grandy

- Convene meeting at 7:04 p.m.
- Minutes – for September and annual meeting reviewed and approved
Brian will post the minutes on the website

III. Treasurer 's Report –

- We need to review the 2014 budget and prepare for the 2015 budget. Board requested that Vice President Aitken work with our accountants to provide us with the year to date expenditures. Brian and Jim will work together to draft a 2015 budget.
- Discussion of the notification by Wills & Associates that they are charging us too little. The Board is recommending the reduction of tasks assigned to them, including eliminating their picking up the mail from the mail box. As VP Aitken goes to the post office daily, he can check and pick up Mill Creek HOA mail. Also recommend that they do not need to audit every month's statement; audit is needed annually. We also need to identify what they propose as the new fees. We had been paying them \$2,400 per year for their service. Currently VP Aitken sends them the bank statements. They contact him about bills, and seek approval for payment. Mail him the checks for him to sign and mail. We need to know the changes in cost and to clarify the work the HOA wants them to perform.
- Back Taxes – Wills & Associates – need to ask them to submit an estimate for completing this job.
- Committee Report -
- Election Committee –
Discussion of recruiting Board members for 2015. Will need to use multiple modalities including the News feed, website and mail/newsletter. President Lewis will work with Board Member Calleigh to create the newsletter. President Lewis will work with web developer to add a page where current and future board members can post their biographies.
- ARC –
Activities have slowed. Several homeowners requested trees to be cut, all requests

have been responded to.

- Grounds –

President Lewis will follow up with the Mowing/yard service company to request more details in their billing in order that we are clear as to the completion of specific jobs.

Entrance sign - President Lewis attempted to put in new bulbs in fixtures, however they all broke when new bulbs were installed. VP Aitken has made contact with WE Brown to determine the estimate for the repair of the entrance lights.

V. Home owner's issues –

a. 1230 Copperstone – resident from Stoney Creek who runs his Akida, and is disrespectful of other walkers. President Lewis has spoken with the Property manager for Stoney Creek, who has spoken to this resident. HOA Member Grandy volunteered to talk with the Stoney Creek resident.

b. Barking dogs – this is a county noise ordinance and homeowner has been referred to them as well as encouraged to speak to their neighbor

c. 1312 & 1324 Gristmill - complaints about noise, shed and porch. Homeowners are to identify specific complaints and submit them to the Board.

d. 1321 Gristmill – landscape over grown. Secretary Aitken will send a letter to the homeowner.

- Old Business

- Office Manager

We have wanted to hire an office manager to handle some of the more tedious and time consuming duties. This has been a successful strategy for the Mill Creek South HOA Board. Discussion of the duties include: review mail, respond to inquiries [both mail and email], complete minutes at Board meetings; to develop agenda for meetings, and materials for board. Complete mailings for dues, annual meeting and newsletters.

- Dissemination of recent survey data results approved by board.

- Bylaws Revision – Our goal is to complete the revisions in December, to be approved at the December board meeting, and shared with HOA members.

- New Business

- Annual Fee assessment – 2015 draft letter needs to be mailed. Raising dues to \$112.

For the past 4 years the dues have been \$102. Increasing annual dues to meet the financial demands of operating the Association, including the costs for office manager and accounting services, as well as some maintenance costs.

Discussion of whether Miles Weis will do the mailing of the assessment letters. Send him the updated list of homeowners. Secretary Aitken will work to update the list.

Next Board meeting 12/9 at 7:00