

Mill Creek HOA
REVISED - Board Meeting Agenda
Tuesday, October 17, 2023, 7:30 pm
via Zoom

Anne Golladay, Adele Plunkett, Jim Aitken, Naomi Aitken, Dan Heuchert, Blair Carter, Neal Grandy , Rob Finley

1) Convene 7:32

Approval of [September Minutes](#) *Moved and seconded, none opposed.*

2) Committee Reports

a) Architectural Review (*Naomi*)

Lower deck

Tree removal

Possible third

b) Common Grounds (*Dan*)

Request from Neighbor on Gristmill who has some Virginia Pines that could fall and hit shed, don't look 100% healthy, will look into second opinion.

c) Treasurer's Report (*Jim*)

August report was sent out to Board

Account manager has September report in hand

We have enough in the budget (including a number of dues that must have come in)

d) Nature

Has only used a small amount of the budget

Could vines be cleared off trees in common area?

Plan to get in touch with Caroline about possibly coordinating vine removal.

3) Office Assistant's Report

a) Status of Dues (*Jim*)

(1) If we plan on raising dues, we have to notify members in November. Treasurer recommends increasing dues because the budget won't get smaller. There's discussion about whether the amount we have already in the account is sufficient. Ongoing discussion about how much maintenance we should do on

the common areas. Next steps: Announcement would need to go out at end of November, so Board will finalize this decision in next month's meeting. Can discuss by email as needed.

4) Old Business

- a) Discussion of next steps for Board review/walk of trail
 - i) *Plan for Mill Creek HOA Board to walk the corridor and identify issues/concerns, organize and consolidate questions/feedback, etc. Should include nature committee in that. Dan: set up schedule poll for possible dates. This could be an "easement workshop day".*
 - ii) *Take out measuring tape and survey stakes to get an impression of what the space would look like.*
- b) Final planning for HOA Picnic (Anne)
 - i) *99 RSVPs, 16 volunteers, no rain for the moment. Everything seems good.*
 - ii) *Board will have a table with info/flyers from county about easement to get input. Neal, Rob, Naomi can be there. Tim will not be there.*

5) New Business

- a) *Holiday parade event: Holiday carnival + caroling. Linde/Ainsley, Lisa H can coordinate with help of others. Games in Foxcroft field, then caroling. Would need to coordinate with Foxcroft to ask if it could be held that day on the field. Could \$200 be allocated for this? Board approves. Next step: choose some dates.*
- b) *Emails from neighbors to board*
 - i) *Who should the emails go to ? hoa@millcreekclassic.org*
 - ii) *When should a neighbor expect a reply? 1 week before next board meeting.*
 - iii) *There be an auto-reply that notifies the sender that we received an email and will respond.*
 - iv) *Next steps: Adele will create a draft communications protocol*
- c) *Bonfires, clearing dead wood:*
 - i) *Any bonfires should be 300 ft from a neighbor's house, unless the neighbor gives permission.*

ii) Dead wood worries some neighbors as fire hazard.

d) How do we get people to clear trees so that neighbors can walk on the sidewalk?

i) People on the property need to clear the trees. Board needs the addresses of the offenders, and the board would send a notification.

ii) Would be nice to articulate a standard. Wet or dry, for example?

iii) need some further trimming on Gristmill with Mill Creek Drive

6) Next Board Meeting

a) Proposed: Tuesday, November 14, 2023, 7:30 pm

7) Adjournment 8:52