

**Mill Creek Homeowners Association  
Board Meeting Minutes**

**July 16, 2013**

**I. Convene Meeting:**

The meeting was officially convened at 7:45. Board members in attendance: Neal Grandy (President and co-Treasurer), Brian Markot (Vice-President and co-Treasurer), Addeane Caellegh, Member-At-Large and Newsletter Editor, Brian Lewis, member-at-large, Pam Riley, Member-At-Large, and Janet Eden, Member-At-Large. Absent: Maritza Saavedra (Architectural Review Committee). Guests: Homeowners Jennifer Alexander, David Tessendorf and Sharon Herbert (Homeowners).

**II. Approval of June Minutes**

The minutes for June were reviewed and adopted contingent on changes submitted by Neal Grandy.

**III. Homeowners Issues/Concerns – introduction of visiting homeowners**

**IV. Treasurer's Report**

**a. Checking Account Balance** as of 6/28/13 is \$57,308.71

**b. Restitution Savings Account Balance** as of 6/28/13 is \$3,100.86.

**c. Dues** – One non-resident homeowner still hasn't paid their dues, and their management company has not responded to notices or phone calls.

**V. Ongoing/Old Business**

**a. Web site redesign:** Brian Lewis gave an update on options he has reviewed. The bottom line is that we don't have enough website traffic to justify hiring a web master. He said we could get a basic website through a HOA management company for about \$900 a year, this coupled with a part-time consultant who updates and posts material and tracks data might meet our current needs. The Board discussed the pros and cons of various next steps and voted to authorize Brian to approach the company that manages the Fontana Homeowners Association website to get a price quote. He will email the Board in the next week with an update.

**b. Legal Representation** – Three board members interviewed Cheri Lewis, a local lawyer who specializes in HOA and real estate law. After discussing her extensive expertise in serving HOAs, the Board voted to sign a retainer letter to engage her on Mill Creek HOA matters (with no financial obligation). The Board also decided that the next step would be to draft a memo to Cheri outlining possible needs of the HOA including a review of the covenants and bylaws. Pam agreed to draft the memo and to send it to Board members for review and refinement before we send it to Cheri.

**c. Restitution** – Janet will contact the parole officer to discuss the way enforcement of our former Treasurer's restitution obligation is handled.

**d. Mill Creek Trail Community Meeting** – Pam and Addeanne agreed to work together on the fall meeting; Pam agreed to call the County to see what dates are available mid to late October for the MHS Forum room. They will then contact Dan Mahone from the County to schedule the date for the community.

## **VI. Common Grounds**

**a. 230 Flagstone** – the homeowner requested permission to take down a cedar tree. Janet and Pam met with the homeowner and provided approval; Janet suggested waiting until fall so that the understory trees would not be too stressed by the summer sun.

**b. Tree and landscape education** – Janet presented to the Board a packet of information that she has collected and put together that provides homeowners with valuable tree and landscape education. The cost per packet is \$4 and the Board voted to expend funds on the resource materials (approximately \$800-\$900). The packets will be given to all homeowners and will probably be distributed door- to- door. Janet agreed to store the material in her home.

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

## **VIII. New Business**

**a. Brian Markot leaving Board** – Brian came to say his goodbyes and the Board thanked him for his years of dedicated service and wished him and his wife well in their move.

**b. New Board member and committee volunteers**– Sharon Herbert expressed interest in joining the Board and in serving on the Architectural Committee. The Board wholeheartedly accepted her tenure on both the Board and the Architectural Committee. Jennifer Alexander offered to serve on the Common Grounds Committee; her tenure was also wholeheartedly accepted by the Board. Existing committee members will meet with new volunteers to welcome and orient them.

**c. Treasurer Replacement** – With Brian Markot’s departure from the Board, Brian Lewis agreed to serve as Treasurer on an interim basis until January. Sharon Herbert, a new Board member, also expressed a willingness to serve in the future; she has an accounting and financial background.

**d. September social event** – Following a discussion about a very busy Fall with upcoming HOA activities, the Board decided not to organize a September homeowner social event. The Board certainly wants to organize more opportunities for community- building and would like to hold the summer social event next summer.

## **IX. Date for August meeting**

Next Board meeting will be Tuesday, August 13th; 7:30 PM

## **XI. Adjournment** – The meeting adjourned at 9:15 PM.