

# Mill Creek HOA

## Board Meeting Minutes

Tuesday, October 13, 2015

Attendees: Brian Lewis, Naomi Aitken, Jim Aitken, and Carmen Trimble

- I. The meeting was convened at 7:07 PM,
- II. Minutes for March and August 2015 were formally approved.
- III. Treasurer's report  
Jim Aitken presented the bank statement and it was approved. The budget for 2016 will be discussed at the November board meeting. Any dues increase would need to be advertised by December 1<sup>st</sup> via letter in order for the new rate to take effect on January 1, 2016.
- IV. Committee reports
  - A. Architectural Review Committee
    1. 119 Mill Creek Drive submitted a proposal to replace the deck with Trex decking. This request was approved.
    2. 57 Mill Creek Drive inquired about shingle replacement requirements,
    3. 1363 Gristmill is painted an unapproved color. This will be noted in the Homeowner Disclosure Packet.
  - B. Common Grounds Committee
    1. Following the maintenance work along Southern Parkway by the State, the board will confirm the new cost of ongoing maintenance by Davis Lawn Care.
- V. Homeowners' issues/comments/concerns
  - A. Addeane Caelleigh submitted a request to post information about a Halloween event on the Gristmill cul-de-sac. Webmaster Brian Lewis will post the announcement after the details are confirmed.
  - B. A request was made for a list of youth willing to shovel neighbor's snow this winter. The board will work to compile a list. Interested folks should send a note to the board at [hoa@millcreekclassic.org](mailto:hoa@millcreekclassic.org)
  - C. In response to a homeowner request about mailbox color, the board confirmed that the correct color is Duron Sandpiper.
- VI. Old/ongoing business
  - A. Status of dues payments: four properties have open balances.
  - B. The board reviewed the HOA emails to confirm that all had been addressed.
  - C. A newsletter is pending from Brian Lewis, webmaster.

- D. The Homeowner Disclosure Packet log was reviewed and is current.
- E. Brian Lewis will order self-addressed, stamped, envelopes from the USPS.

VII. New business

- A. Carmen Trimble will confirm the availability of the community meeting room at Monticello Fire and Rescue for November 9<sup>th</sup> and December 14<sup>th</sup>.
- B. Carmen Trimble will review the dues notice and the address list in order to prepare for the mailing out of the dues letters.
- C. Archiving of records was assigned to the office manager.

VIII. Next Board Meeting: November 9<sup>th</sup> at 7:00 PM, tentative location is the Monticello Fire & Rescue community meeting room

IX. The meeting was adjourned at 8:13 PM.