

Montgomery West HOA Meeting
September 13, 2016
7:00pm

Board Members in Attendance:

Mikayla Higgins, President
Rod Olaya, Vice President & AERC Chair
Michele Heffner, Treasurer
Mike Anderson, Secretary
Enitan Mason, Member-at-Large

Non-Board members in Attendance:

Lula Davis
Vincent Delgado

Opening

- Meeting called to order at 6:59pm by President Mikayla Higgins

Approvals

- May minutes approval was tabled until next meeting

Nominations

- Rod Olaya and Michele Heffner indicated their interest in re-election as members of the board.
- A nomination form is to be mailed with newsletter and annual meeting flier; a proxy ballot may be mailed or hand delivered.

Treasurer's Report

- Review Profit and loss: HOA is under budget year-to-date
- Bank service charges and any outstanding legal fees will be looked into
- Tax return has been submitted..
- Annual audit will be submitted soon. Audit reported operational fund is larger than recommended. Board approved opening a savings account to hold the legal fee reserve, keeping it separate from the operational fund (checking account) and capital improvement reserve (existing CDs). Accrual method for payments need to be revisited for next year.
- Aging summary reviewed: 4 lots >1 year behind on dues to receive letters. 1 account may receive letter from lawyer, discuss with lawyer.
- Discussed opt-in for email billing suggested by Bookkeeper. Board approved providing this option to homeowners.
- Proposed 2017 budget tabled until October meeting. Vote will be needed during the November meeting.
- To be discussed further: Billing—some homeowners received invoices indicating payment due upon receipt in error. Must correct in Quickbooks.

AERC Committee Report

- Greenlink will remove a section of log and begin maintaining common area between Kinglet and Mourning Dove.
- Motion to approve Greenlink landscape proposal on Swallow Court by Mikayla Higgins
 - Vote: Motion carried unanimously
 - Resolution: Greenlink will clear out mulch and add sod to common area (median on Swallow Court) and add bushes/sod to other mulched area on Swallow Ct..
- Contract with Greenlink will continue. May revisit when contract is up for renewal.
- Fall survey date needed to observe violations and clean up areas.

Other business

- Reviewed section of covenant related to signage on homeowners' and common property with regard to possible pest waste cleanup signs. The process for adding signs in common areas will be investigated for a later date.
- Fall newsletter will be mailed with annual meeting notice in October.
- Mr. Delgado shared his concerns of pedestrians walking through yards near Mourning Dove common areas. He requested HOA mark the common area adjacent to unfenced properties to try to dissuade trespassers in yards.
- Changes to nomination protocols will be discussed at a later date.
- Discussed snow removal of bus stops and sidewalks on Centerway. Discussed homeowner vs HOA vs county removal and legality of paying an uninsured individual. Follow-up is needed with county to determine responsibility and regulations regarding who may be contracted to remove snow. Michele to follow up.
- Ms. Hefner's son will help maintain the MWHOA website.
- Annual meeting held on November 15 in the APR at Strawberry Knoll Elementary School. Reservation made by Steve Kwilas, fee to be reimbursed by Board.
- Minutes summary and annual report development and copies needed.
- Board members need to submit ideas for the newsletter by October 14

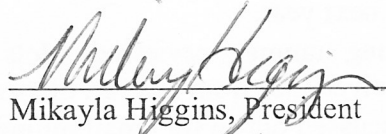
Closing

- Motion: Call to adjourn meeting by Mikayla Higgins
 - Vote: Motion carried unanimously
 - Resolution: Meeting adjourned at 8:49pm
- Next meeting date is Tuesday, October 18 at 7:00 pm



Mike Anderson, Secretary

Date: 10/18/16



Mikayla Higgins, President

Date: 10/18/2016