

Summerfield HOA

Board Meeting Minutes

July 20, 2010

I. Call to order

Ronda Smoke called to order the regular meeting of the **Summerfield Homeowners Association** at **7:00pm** on **July 20 2010** in **Guy Vanderman's Conference Room**.

II. Roll call

The following board members were present:

Darren Smoke
Ronda Smoke
Mike Hall
Vicki Stewart
Robert Stewart
Phil Strowbridge
Eva Gilder

III. Approval of minutes from last meeting

Ronda Smoke

IV. Open issues

A. Bylaws

- i. Mike Hall (Vice President) presented the draft of the bylaws for the HOA's review. The board discussed in greater detail the current regulations listed within. The board has identified the following changes for the bylaws:
 - 1. An additional note shall be amended that will state "If the homeowners are not present to vote on an issue. Their vote will be counted as an approval vote."
 - 2. An additional note shall be amended that will state "If elected for any Board position, a person can only server for 1 year. That such person can be elected to a different position to the board after that year. That person can only server for three (3) consecutive years on the board. After the three terms have elapsed that person cannot be elected to the board for one (1) year."
 - 3. An additional note shall be amended that will state "Homeowner's meeting will be healed on a quart bases not annually."
- ii. The Board has voted and approved the current changes. These changes will be added to the final draft of the by-laws for distribution to the homeowners. The homeowners will be provided a copy of the by-laws for their review. The by-laws will be provided to the homeowners via newsletter, via Facebook, via Summerfield webpage, and/or via the HOA Homeowner Meeting. The Lot Owners will be sent a copy of the by-laws via mail. The Homeowners will vote, via email, on the final version of the by-laws two (2) weeks after the Homeowners Mass Meeting.

B. Financial Report

- i. Budget Updates:
 - (a) Vicki Stewart (Treasurer) informed the board that all utilities are in good standing. She also informed the board of the current Summerfield Account Balance. All dues that have currently been received have been posted to the HOA account. Mrs. Stewart also informed the Board of status of the Access database that will house the HOA accounts. This database will contain the homeowner's information (Dues history). This database will also be used to track the voting tallies.

C. Homeowners Dues

- i. Homeowner's dues for the 2010 year are currently due. The board has decided the final due date will be on August 1, 2010 for the 2010 year. The board has also recognized that January 1, 2011 will start the new fiscal Dues year. Beginning in 2011, HOA dues should be paid by January 31.

D. Neighborhood Notifications

- i. Homeowner's Dues Letter:
 - (a) Vicki Stewart (Treasurer) will draft a notification for late dues for the 2010 year. The board has agreed that the letter will contain clauses from the convenient and by-laws that explain the late charges and future action that will be taking taken.
- ii. Facebook account:
 - (a) The Meeting Minutes will be posted prior to the Mass Meeting for Homeowner review.
- iii. Newsletter:
 - (a) Newsletter will be completed by board members for distribution. Eva Gilder (Secretary) will present a draft copy of the second newsletter.
- iv. Meeting Signs:
 - (a) Vicki Stewart (Treasure) the signs will be created by (Tom) and presented to Vicki Stewart for the HOA uses. The board has agreed that the sign will be reusable.
- v. Email:
 - (a) No Updates to the account at this time.
- vi. Blog:
 - (a) The Meeting Minutes will be posted prior to the Mass Meeting for Homeowner review.

E. Committee Reports

No Updates to the account at this time

V. Old business

A. Vote on Landscaping Offer

- i. The Board has voted to acquire the services of Guy Vanderman (homeowner) to maintain the entrances for Summerfield. Mr. Vanderman has volunteered to perform the maintenance to the two front entries and the front road side. The board has voted on the nomination of Guy to complete this task. Mike Hall (Vice President) will contact Mr. Vanderman and inform him of the Board's decision.

VI. New business

A. HOA Mass Meeting

- i. The Board has agreed the next Homeowner's Mass Meeting will occur on Thursday, July 29, 2010. The Board will present the Homeowners with the final version of the By-laws. The board will inform the Homeowners when they will be able to vote on the By-laws that have been presented.(Two weeks after the meeting) The board will also inform the Homeowners how the votes will be received.(via email)

B. Legal Service

- i. Mike Hall (Vice President) informed the board that Jason from Morris and McAnnaly has agreed to work for the Summerfield HOA as the acting Attorney. He is willing to wave the retainer fees and charge on a case by case basis.

C. Discussions with Developers

- i. Mike Hall (Vice President) will contact Bob Wall to discuss the current status of the Summerfield lots and homes. He will also talk to him about the current status of the Bond.

D. Current Open Lot Conditions

- i. Robert Stewart (Architectural Committee) discussed the current conditions of the open lots. Neighbors (Homeowners near) of these lots have reports several complaints in reference to the conditions of these lots with the Architectural Committee. Robert will collect 3 bids for clearing the lots. He will present his findings to the Board for further review.

E. Neighborhood Watch Signs

- i. Ronda Smoke (President) will research the status of the sign pricing. She will present her findings to the Board at the next meeting.

F. Lockbox for Neighborhood Correspondence

- i. Members of the board were questioned about where to leave correspondence if needed. The Board has agreed to have a lockbox placed near the entrance to allow homeowners to leave their correspondence. Phillip Strowbridge (Welcome Committee) will research options with Janice.

G. Dumpster Day

- i. Eva Gilder (Secretary) is researching method to have Waste Management Service leave ~~to~~ two dumpsters in the neighborhood for the homeowners to discard over sized trash. Eva will present the board with her finding before the next meeting.

H. Meeting Notification

- i. The Board will notify the homeowners via newsletter and the signs at the entrances by Friday, July 23(tentative date).

VII. Adjournment

Ronda Smoke adjourned the meeting at **9:00pm**.
Minutes submitted by: Eva Gilder (Secretary)