

# Greenview at Dover Community Association

## Minutes – Board Meeting

### January 7, 2014

Meeting called to order at 7:06 PM.

Present: Sharon Walker, John Schmidt, Chuck Bolick, Teresa Rueppel, Steve Hardesty

#### Old Business

1. **Minutes, from 10/22/13 Board Meeting:** Minutes approved by unanimous vote.
2. **Minutes, from 11/5/13 Membership Budget Meeting:** Minutes approved by unanimous vote.
3. **Treasurer Report/Update:** All on schedule, nothing to report. Past due invoices to go out 2/1.
4. **Legal Services Update:** Briefly discussed most recent status update of delinquent Greenview properties being handled by C&M attorneys. Repeated concern of difficulty in fully understanding legal status updates in this format. Board to again communicate to attorneys that such status updates be in writing and in laymen's terms.
5. **Property Management Company for HOA:** Briefly discussed roles which might be handled by a management company. Vendor sourcing, regulatory and legal compliance, covenant and by-laws update assistance, website maintenance and late fee timely reminders are roles under consideration to be handled by a management company. Budgeting and initial annual invoicing are likely to remain under roles of Directors. Board to give continued thought to functions/roles that may be handled best by a management company. Also planning to discuss at annual meeting to gain further member input prior to finalizing RFP. Board to later finalize roles to be handled by a management company and send RFP to prospective firms.

#### New Business

1. **Election of Directors:** Board discussed protocol and election procedures for 1/14 annual membership meeting at DSCC.
2. **Insurance:** Board to look into revising period of coverage to match to calendar year to aid in budgeting and payment processes.
3. **Neighborhood Septic Cleanout:** Board to send notice to all homeowners for signup for interested neighbors for group septic cleanout, tentatively to schedule for January.

**Meeting Adjourned at 8:10 PM.**

**Next meeting (Annual Meeting) scheduled for January 14, 2014, at 7:00 PM at Dover Shores Community Center.** Attendees suggested to bring desserts.

Respectfully submitted,  
John Schmidt, Secretary