

Hill Pond on Spring Creek (Wallenberg Dr.) HOA Board of Directors

Meeting Minutes

Monday, April 4, 2018 – at 1825 Wallenberg Drive

Chaired by Mary Catherine Murphy – current HOA President

Quorum Established & Meeting Called to Order

Meeting was called to order by President Mary Catherine Murphy

Board Members Present: Mary Catherine Murphy, Rick Hoffman, Carrie Eagan, Sam Cooper,
Lee Cooper, Julie Savidge

Other HOA Members Present: Dave Dornan.

Approval of Minutes

Minutes from the Mar. 26, 2018 HOA meeting were approved.

Reports of Committees/Officers

- 1) Carrie Eagan reported that she reviewed the updated neighborhood roster from Bonnie Helgeson and gave these back to her for dissemination to members. It was decided to have Bonnie wait and send the roster out with the upcoming notice for the Annual Member Meeting.
- 2) Carrie Eagan also reported that she had asked Bonnie about her suggested compensation for her extra time in the past year (especially with the new roster). She has not heard back, but will follow up on this. This description of Bonnie's role as Book-keeper was presented: "Assisting the Wallenberg HOA with keeping a current Member address list, disseminating information, requesting & collecting annual dues, organizing trash removal services, as well as filing annual State reports, Federal tax report, and providing information to title companies on real estate transactions." For these services she has been paid \$550/year for quite some time now.

Old Business (Completed during interim since last meeting or discussed on this date)

- 1) The matter of possible increase in compensation for Bonnie Helgeson for her extra time in the past year was discussed. It was agreed that additional compensation is reasonable, but a specific amount was not agreed upon. This will be re-visited after further discussion with Bonnie on what she feels would be reasonable. It was discussed that an annual raise may also be in order, but this will be re-visited upon budget review.
- 2) Liability insurance coverage of non-Board members who do work for the Board (ie: Tom Trout, Bonnie Helgeson, & Gary Auld): Mary Catherine had spoken with Bill Cofer (our HOA State Farm insurance agent) about this. He communicated that "the director's and officer's liability policy extends liability to the directors, officers and committee members. The coverage is for negligent acts, errors, omissions or breach of duty. The nature of the error must also be within the reasonable scope of their duties or assignments." There was discussion about how this would apply to each of these 3 people (Bonnie & Gary being paid, and Tom as a volunteer.) Each person will likely need to be officially appointed to a specific committee in order to be covered, and those being paid would possibly need to procure their own liability insurance. As of now, it is still not clear & needs more investigation. Bill Cofer was to get back with Mary Catherine after researching this further. Also not clear to the Board was the delineation between financial responsibilities of Tom Trout as Treasurer and Bonnie Helgeson as Book-keeper. Carrie Eagan will gather more information on this matter & the Board will discuss this further at another time.
- 3) Mowing & watering common space: Rick Hoffman contacted Treasurer Tom Trout & found that the HOA paid Gary Auld \$350 last year for mowing & watering the common space next to his house. He figured that if we contract with a landscaping service to have the common area mowed an average of 3 times/month from April through mid-October, it will cost us about \$630, plus we must still pay Gary for water. He

wondered if we could get by with mowing 2 times/month. (Julie Savidge said she thinks 2x/month is about what the norm has been, but was not sure.) Tom Trout has asked also whether the HOA liability policy would cover Gary Auld's mowing if he was doing it as a volunteer (as many of those who back up to the Spring Creek voluntarily prune trees, knock down grass, etc.) The Board will further discuss this after more clarification from Bill Cofer as well.

- 4) Mary Catherine had delivered the RGP's with the Board's suggestions for change to Attorney Pete Dauster. She received back the updated RGP's, signed them, and delivered them to Secretary Carrie Eagan for filing & posting as official HOA documents. Carrie will also get copies of these back to Pete Dauster.

New Business

- 1) The draft of amended Bylaws provided by Attorney Pete Dauster was discussed (each section individually) at length, led by Dave Dornan at President Mary Catherine's request. It was noted that the attorney included the Board's suggestions for amendment, and added other amendments needed to bring our Bylaws into compliance with current state law, "The Act," and our new RGP's. Various typographical & content changes were recommended by the Board. The Board also had some questions on wording/content on which it desired further clarification from Pete Dauster.

A motion was made by Rick Hoffman & seconded by Lee Cooper to authorize Dave Dornan to discuss with Pete Dauster the Board's desired revisions and questions, and then to report back to the Board for another review of the Bylaw amendments. This motion was passed by a 5/5 vote.

- 2) It was discussed that in preparation for our May 23rd Annual Member meeting, the Board also needs to prepare a budget and come up with a specific agenda to be mailed out to Members at least 30 days before the meeting. Also, currently our HOA does not have a separate Reserve Fund as required by the newly adopted RGPs. This needs to be addressed as well.

Future Plans

The Board will meet to come up with a budget & agenda for our Annual Member Meeting. Also, after Dave Dornan's contact with Pete Dauster, the Board will again review the By-Laws amendments. At least 30 days prior to the May Annual Meeting, a notice including the meeting agenda and a copy of the proposed amendments to the Bylaws will be sent out to all HOA Members for review. Members will be given opportunity to give feedback & ask questions on these amendments prior to a vote on them at the May Annual Meeting.

Adjournment

It was moved (Carrie Eagan), seconded (Julie Savidge), & passed by 5/5 vote to adjourn the meeting.