

Meeting of SR4 HOA Board
August 1, 2017
Location: Barbara League's home
Meeting start time: 3 PM
End time: around 4:15 PM

Present: Barbara League, Bob Evans, Ed Sacks

BL: Let's look at the provisions of insurance for HOA Board. Ed will ask Katherine Velasco to let us see the actual documents.

Web site: Katherine Velasco, who created and has maintained the web site as a service to the HOA for over 10 years, has asked to step down from this role. Ed will draft a letter to send to the HOA list-serve asking for a volunteer to take over the web site.

Landscaping: some renters have let the outside landscaping go. We need to contact the ARC - what can we do about this? We need to see what, if anything, is in the HOA guidelines about yard maintenance. We need to ask Jere about this when he gets back. Is there some "eyesore" guideline either in the guidelines or in city ordinances? We should contact the owners by letter, to tell them that neighbors have complained. Is there something you can do here? This may be something to discuss with our lawyers.

BE: Katherine Velasco, who has been Treasurer and is currently the bookkeeper for the HOA, has asked to step down as of January. We need to ask Katherine to sit down with us and explain everything she has been doing for the HOA – she has been performing a wide range of duties for the HOA for many years. We also could use to have another person on the Board.

ES: I could do routine bookkeeping, since this would be like working with Quicken, with which I'm familiar (sister app to QuickBooks) but I'm not familiar with Profit and Loss statements and other accounting issues, which are necessary for submission to DORA. I agree it might be good to have another member of the Board who is more familiar with accounting.

BL: Quickbooks - do they have a version which allows more than one person to view it, e.g., in PDF?

BE: We should check about management companies: costs/services. They may be able to perform financial duties and various other things. Bob will find out name(s) of management company of the neighboring HOA's. Bob will also look at tax assessor maps.

New Business:

1. BE: Boylans - another approach is to tell them it's our property and we'll mow the whole perimeter of our property adjacent to Longwood for fire-prevention purposes. We can write the Longwood homeowners that for tree trimming: tell us and we'll take care of it. We need to explore the cost for mowing.

2. Board members will walk the property, to look at fences and trees. Date set: Sat., August 12.

Respectfully submitted,

Ed Sacks, Secretary