

**GNHOA BOARD MEETING MINUTES**  
**July 14, 2021**

**Board Members Present:** John Rickman, Mark Keller, Brian Bleike, Andy McNabb, Bob Dahl, Blair Dinkins, Tim Marburger, Bill Goettlicher, Bob Swedenburg, Lisa Cole, Carroll Clabaugh and Don Richardson.

**Guests Present:** Robert Hampson

**Board Members Excused:** None

A quorum was present.

**Meeting Location:** The meeting was held via Zoom teleconference.

**Opening Remarks:** The meeting was called to order at 7:01pm by President John Rickman.

**Minutes (Andy):** The minutes of the June 2, 2021, meeting were approved as presented.

**Treasurer's Report (Brian):** Brian provided a detailed report on the Treasurer's activities and finances through the end of June 2021. This is a short summary of his presentation and the board discussion – the full financial details are in the monthly Treasurer's report.

- a. Checking Account balances: \$87,869.18. Savings Account balances: 132,464.37.
- b. July 2021 invoices were sent out.
- c. Delinquent account status:
  - a. Full payment on 9061, 4083, 8021
  - b. Partial payment on 8113
- d. New Checking and Savings accounts are set up at FirstBank. Most money from the old accounts will be transferred this month. Online bill pay and debit cards were also set up.
- e. Currently testing the Zelle transfer service as a potential electronic payment option.

Brian also reviewed checks, deposits, income, and expenses for June 2021.

Brian also noted the contract for the trash/recycling service ends in December. He developed a spreadsheet to evaluate potential bidders for the next contract. He asked for input to the requirements for the next contract as well as help evaluating potential service providers. Rob, Andy, Mark and John offered to help. Information will go out in the August newsletter so that residents can provide input.

John noted that the HOA is due for a financial review by a CPA – he asked if any board members know of a CPA who might assist, or we can use the previous CPA.

**Webmaster Report (Bob Dahl):**

- Website Updates: Bob provided an update on the website and detailed various updates and information to include:
  - Homepage changes with current and upcoming events
- Security Certificate: Bob discussed getting a security certificate for the website to make the site more secure, particularly for logins. Cost is \$45/year. The board supported this addition as a necessary measure for website security.
- Secure Emails Logins: Bob reminded board members to use the secure email site to access their board email accounts.

**Alert System Manager Report (Lisa):** There were five alerts sent this past month.

**Welcome Packages Report (Lisa):** Lisa mailed one Welcome Package last month.

- Lisa put forth a proposal to put a summary of the covenant rules into the welcome package for new homeowners. The idea is to ensure new owners are aware of the most common issues and rules in the HOA since it seems like new homeowners often aren't aware of some of the more common rules. The board agreed with this idea. Lisa will write the drafts and have them adjusted and edited by the Filing ACC representatives.

**Newsletter (Lisa):** The next newsletter is scheduled for August.

**NEPCO Report (Bob):** Bob summarized the last NEPCO meeting that discussed covenant enforcement. Several HOA Presidents discussed their particular HOA procedures and overall, the meeting and information was extremely informative.

- John asked that all board members watch the recorded presentation.
- The next NEPCO meeting is 11 September the subject will be water issues.

### **ACC Reports:**

#### Filing 3 (Blair):

- Complaints / Violations
  - 15295 Jessie Dr – 1<sup>st</sup> Letter: Yard maintenance
  - 15110 Copperfield Dr – 1<sup>st</sup> Letter: Yard maintenance
  - 15475 Copperfield Dr – 1<sup>st</sup> Letter: Painted house white which is against covenants
- Requests / Approvals
  - 46 Seagull Circle - Approved installing a beige awning on their home
  - 15210 Bovary Court - Approved planting five trees
  - 15075 Copperfield Drive - Approved shingle replacement using CertainTeed Presidential Shake Impact Resistant in Classic Weatherwood Color
  - 15110 Jessie Drive - Approved shingle replacement using TruDefinition Durable Series Shingles in Brownwood Color
  - 15140 Steinbeck Lane - Approved landscape changes to front yard

#### Filing 4 (Tim):

- Nothing to report.

#### Filing 8 (Andy):

- Complaints / Violations
  - 15550 Benchley – 1<sup>st</sup> letter: Vehicles not parked in driveway
  - 15945 Holbein – 1<sup>st</sup> letter: Boat and trailer parked in side yard
  - 15720 Holbein – 1<sup>st</sup> letter: Garbage cans and pallets visible from street
  - 16005 Holbein – Complaint received about unsightly yard – on verification, noted that homeowners were doing yardwork. As of 14 July, new sod in front yard. No letter issued yet due to active mitigation by owners. Will continue to monitor.
  - 15730 Holbein – Complaint received about several issues including a non-conforming/unauthorized shed, dog run, fence, and the back fence adjacent to Baptist which was stained contrary to the filing covenants and also without approval. Letter not yet issued pending further discussion with the other ACC members and board.
- Requests / Approvals
  - 15745 Holbein – Approved roof single replacement and exterior paint
  - 15545 Desiree – Approved exterior paint
  - 16015 Holbein – Approved deck replacement
- Covenant Change Update:
  - The owners of 15420 Desiree are still working on the proposal for the filing 8 covenant change regarding sheds.

Filing 9 (Carroll):

- Complaints/Violations: Nothing to report.
- Requests / Approvals
  - 14860 Pristine – Approved landscaping project.
  - 30 Wuthering Heights – Approved landscaping project.
  - 40 Wuthering Heights – Approved landscaping project.
  - 14830 Pristine – Approved garage door replacement project.
  - 14795 Pristine – Request to extend backyard fencing. I am working with them on this action.

**Old Business:**

1. Landscaping and Maintenance Report (Don Richardson):
  - i. General Cleanup & Maintenance:
    - i. Don thanked Rob Hampson for his assistance and work improving the entry signage area at Desiree and Baptist. The pea gravel was replaced with concrete, lighting was added and the lettering on the signage was painted. There were some additional costs due to higher concrete prices and the need to rent a bobcat.
    - ii. The owner of 15045 Copperfield asked about the greenbelt behind their home to improve the area and make/improve a trail – Don said it was not fiscally or physically feasible.
    - iii. Don discussed some improvements to other entry areas for the HOA and discussed the potential improvements with Gary.
  - ii. Playground Equipment Repair (John Rickman):

- i. Repairs were made to the broken pieces as a short-term measure. Additionally, something still needs to be done about the base – either more mulch to cover or some other solution.
- 2. Storm Water Damage Repair Update (Mark Keller):
  - i. Lower pond is drained and now drains after rainfall, albeit slowly.
  - ii. Progress is slow, and the contractor has not returned the signed contract yet, but that is expected soon. There was some concern expressed by board members about the ability to complete the project in a timely manner.
  - iii. No further updates.
- 3. Noxious Weed Spraying (Mark Keller):
  - i. Spraying was accomplished and appears successful. Mark noted the HOA will likely need to do more spraying next year and on following years, which should be included in future budgets.
- 4. Tree Removal Program (John Rickman):
  - i. John the contractor is having difficulty hiring personnel, which has caused some delays, but work is progressing and is expected to be complete soon.
  - ii. Feedback from homeowners is universally positive.
- 5. Beaver Removal Status (John Rickman):
  - i. All beavers have been relocated.

**New Business:**

- 1. Maintenance of Filing Entrances (Lisa)
  - i. Lisa discussed the option of professional or more regular maintenance for the signage at the HOA entrances to keep them consistently in a better-looking condition. The haphazard upkeep results in uneven and less attractive entrance signage.
  - ii. Lisa also discussed some of the entrance signages that need some work.
  - iii. Rob noted that HOA turf grass areas are also not consistently maintained.
  - iv. John and others noted there isn't room in the budget currently for more maintenance for these items. Don suggested he would talk with Gary about possible options and cost estimates.
- 2. GNHOA Facebook Group (Lisa & Blair)
  - i. Lisa & Blair created a Facebook page for the HOA as an additional social media presence and line of communication with homeowners and residents.
- 3. Resumption of In-Person Board Meetings (John):
  - i. John noted that we may be able to start in-person meetings at the fire station next month and will let board members know before the next meeting
- 4. Identification of 2020-2021 improvement projects
  - i. The Filing 3 entrance was recommended as an improvement project, however the board cannot consider this project with a plan and cost estimate.

**Topics from the Floor:**

- 1. Green Thumb Awards

- i. Details of the summer Green Thumb awards were discussed. Judging and awarding will be conducted either the weekend of the 17<sup>th</sup>-18<sup>th</sup> or the 24<sup>th</sup>-25<sup>th</sup>.
- ii. Awards will be Home Depot gift cards which will be ready this coming Friday for ACC representatives to pick up.

Next Board Meeting: The next Board meeting will be at 7:00 pm **Wed, August 4th, 2021.**

**Adjournment:** The meeting was adjourned at 8:55pm.

**Approved by a majority vote of the Board of Directors on August 4th, 2021.**

//signed//

Andrew P. McNabb  
Secretary, GNHOA