



Silver Oaks Phase I Home Owner's Association
Board Meeting Minutes
September 14, 2010; 6:30 p.m. – Davidson Middle School

Board Members Present:

Michelle Taylor, Secretary
Maria Del Duca, Treasurer, Grounds Chair
Keith Boudreau, Architecture Committee
Susan Cooper, Grounds Committee
Lee Serman, Architecture Chair, Grounds Committee

Board Members Absent:

Steve Taylor, President
Tim Bryant, Vice-President
Susie Nagy, Welcome Wagon

Call to Order:

Meeting called to order by Maria at 6:30 pm

Home owners that attended meeting:

Jon and Suzanne McLeod	5838 Calumet Ct.
Barbara Cole	5865 Hunting Meadows Dr.
Peggy Adams	5844 Hunting Meadows Dr.
Elijah and Twila Hickman	2619 Sorrel Ridge Rd.
Darren Etheridge	2609 Palamino Trl.
Benjamin Ernst	2602 Pinto Ln.

Secretary's Report:

- Minutes from the August meeting taken by Susie Nagy were presented by Michelle Taylor.
- A motion was made by Keith to accept the minutes as read; seconded by Lee. Motion carried.

Treasurer's Report:

- All accounts are in good shape and well within budget.
- The HOA account has experienced an increase in income from undeveloped lot mowing.
- This board has seen a dramatic decrease in reimbursements to board members for items such as paper, stationery, postage stamps, copying, etc. from what previous boards paid out in reimbursements.
- We are \$6,000 ahead of budget from what we were this time last year.
- Maria presented a new expense report form that each person will need to fill out for a check request from the board. An original receipt must be attached to receive reimbursement. In addition, the president and treasurer would have to sign off on the expense report before a check could be issued. A motion was made by Michelle to accept the form and was seconded by Keith. Motion carried.

- Maria proposed that from here on out, no checkbooks for the Association would be housed anywhere but at the accountant's office. Motion by Michelle, second by Keith. Motion carried.
- Maria presented a statement of the money market account. (attachment) The balance in this account only is \$23,084.83.
- Our fiscal year ends on September 30.
- There was a motion to approve the treasurer's report by Keith; seconded by Susan. Motion carried.

Old Business:

1. A 9th Board position is still open to be filled. Tim expressed the need for this position and he has had interest but person(s) no show for meeting. **Issue open.**
2. 2603 Pinto Lane is now in compliance with a fence around house hiding their shed. An invoice is to be issued to them for \$10 worth of postage for certified letters and for \$50 for ARC fees that they have not yet paid. **Issue open.**
3. Phil Dirt trucks; nothing discussed about this matter at the meeting. **Issue open.**

New Business:

1. A letter was sent to the board with a list of complaints. The list was addressed by the board. Discussion: there is no real way of knowing if a car is inoperable—no action on that point; signs in yards—a temporary sign in the yard is OK for 90 days, then must be removed, no signs advertising a business is allowed, permanent signs are not allowed, garden signs are OK.
 - a. It was discussed that a reminder letter be sent to perpetual offenders of C&Rs. Michelle made a motion to send letters, Susan seconded, Lee abstained. Motion carried.
 - b. It was also discussed to include the list of infractions in the newsletter each month without addresses so as to call attention to the infraction, but not embarrass the homeowner. Michelle made a motion to include list in newsletter, Susan seconded, Lee abstained. Motion carried. **Issue closed.**
2. Maria placed liens against homeowners' homes with delinquent HOA dues. **Issue closed.**
3. A motion was made by Lee to ban board members who resign without reason from ever serving on the board in the future. Keith seconded. Motion carried. **Issue closed.**
4. Maria has cut the newsletter mailing list from 25 to 17 thereby saving the board incremental postage costs. The webmaster will also be asked to post our newsletter online. An opt-out button on the newsletter was discussed so that homeowners could opt-out of getting a paper version of the newsletter. Final decision on that was tabled. It was discussed that an online phone directory be undertaken as well. **Issue open.**
5. Maria wants to put a "how-to" book together to aid incoming board members in what to do in their new positions on the board. Jon McLeod said that he would help her with this undertaking. A motion to do the how-to book was made by Keith, seconded by Michelle. Motion carried. **Issue closed.**
6. The Phase I and II yard sale is scheduled for October 16th. **Issue closed.**
7. Jon McLeod and Benjamin Ernst are both interested in board positions. **Issue open.**
8. Maria moved to adjourn the board meeting. Keith seconded the motion. Meeting adjourned at 7:50 p.m.
9. The next regular Board meeting will be held on October 12, 2010.

Respectfully submitted by
Michelle Taylor, Secretary
Silver Oaks Phase I HOA