

BOARD/GENERAL MEETING MINUTES

January 24, 2018
1995 Barley Road

ATTENDANCE

BOARD OF DIRECTORS:

Michele Carroll
Melissa Clark
Charles Lawson
Chuck Retaliata
Scott Walthour

OFFICERS:

Michele Carroll, president
Charles Lawson, VP Communications
Donna Chaney, secretary
Scott Walthour, treasurer

MEMBERS:

Andrea Kowaleski
Margo Williams
Tomas Carroll

BOARD MEETING

1. Secretary's report

- The key points from the December meeting were reviewed.

ACTION: the board voted to accept the December meeting minutes without changes

2. President's report

- The issue of how to handle the HFCA equipment was discussed. Previously, the HFCA had rented a storage locker to house the equipment but that rental was discontinued. In the past, prior boards had discussed installing a storage shed at the playground but concerns over graffiti and vandalism made that a less-desirable option.

ACTION: Chuck Retaliata will obtain prices from local storage companies for a small unit

3. Vice president's report

- The community Facebook account has been used to post a few informational messages.
- Control of the website has been switched over to Charles Lawson and he is updating that on a regular basis. The monthly budget and meeting minutes will be posted on the website.

4. Treasurer's report

- The January 2018 budget report was presented (page 5).
- The check-signing authority has been transferred to the new board members.
- The current checking account balance as of 1/23/18 is \$101,553.82
- 2018 homeowner dues update: 171 residents paid out of 199 – 87%.
 - It was noted that the dues received increased substantially after the reminder notice was distributed in late December.
 - Several complaints were received from residents who did not realize that was a reminder and not the original bill. It was noted that in future years, sticking with a paper mailing results in the best response.
 - It was also recommended that the next board consider moving the due date to February 1.
- Three expenses from 2017 need to be added to that budget so it can be closed out.
- Collections update – three residents have not yet paid their dues from previous years and are currently being tracked by the collections agency.
- Capital projects planning – there is a line item in the 2018 budget for \$6,000 for capital projects. This is for three projects that were not completed in 2017 that this amount has been earmarked for. The next big project is resurfacing and repairing the basketball and tennis courts.

ACTION: Scott Walthour will contact the collection agency to obtain the latest update on the three residents who owe outstanding dues

ACTION: Scott will take over contract management and will contact Republic Trash Services to obtain a 2018 trash pick-up schedule – DONE (schedule has been posted on FB and emailed to residents)

5. Board items

- Yard sale date: the spring yard sale is scheduled for May 19. The bulk trash pick-up has been scheduled for June 9.
- Easter egg hunt: Denise Nellies has volunteered to coordinate this year's Easter egg hunt. Two possible dates and rain dates are being considered and will be announced once they are finalized.
- Playset: an update on the new playset installation was provided by Mark Gillies via email:
 - A cross-bar and handles for the monkey bars are in but the retailer is waiting on the end stairs before completing the installation. There are ongoing issues with the playset manufacturer. If they continue, the retailer will work with another builder to finish the installation.
 - The play set cannot be moved but the retailer will provide a mat at the base of the straight slide and also build up that area to alleviate the issue of sliders hitting the rail timbers.
 - **ACTION: Melissa is looking into purchasing additional mats, if needed**

- Little Barley trash pick-up: Scott discussed the issue of the trash pick-up (trash and recycling cans in the street) with Republic. They agreed to make sure the trash and recycling cans are placed neatly on the drive, next to the mailboxes, after they are emptied. The residents on Little Barley Drive are working together to discuss possibly chaining the turn-around so trash trucks can get up and down the drive.
- Sidewalk shoveling: several residents did not shovel their sidewalks after the last snowstorms. An email reminder will be sent about this and about speeding.

6. Committees

- Pond – Andrea Kowaleski:
 - When the weather warms, Andrea will contact the landscaper about installing fencing around the pond to discourage the geese.
 - Andrea recommended not mulching this year, as there is still a good layer of mulch from last year, except for the garden and dock areas.
 - She will be planting flower seeds this spring, as well as plants that she collects from the master gardeners' association. She is considering sending out a request to residents this spring to ask for any unwanted plants.
 - **ACTION: Scott will be coordinating volunteers to repair the picnic benches when the weather warms**
- Playground/tennis and basketball courts: The basketball and tennis courts will need to be resurfaced and/or repaired soon.
 - **ACTION: Michele will begin researching prices and possible vendors for basketball and tennis courts resurfacing and repair**
- Events: rather than having one person in charge of all events, it was suggested that the board ask for volunteers for each event as needed and work together on the traditional neighborhood events as they come up (Easter egg hunt, July fourth parade). Other potential events were discussed, including a fall bonfire, a block party, a movie night, and a casino night.
- By-laws update: a committee meeting will be scheduled for an upcoming Wednesday to review the comments and recommendations from the lawyer and discuss a strategy to finalize the new declarations document and collect votes.

7. The next meeting is scheduled for February 28 at the Rettaliata's house (6714 Hammond Court).

8. Motion to adjourn the meeting

BOARD ACTIONS

ITEM	Board Member	For	Against	Abstain	Absent
Accept the December 2017 minutes with no changes Motion: Chuck Retaliata Second: Melissa Clark	Michele Carroll	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Melissa Clark	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Charles Lawson	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Chuck Retaliata	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Scott Walthour	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
VOTE RESULT	PASS	5	0	0	0

Updated: 1.24.18

199 Units

Harvest Farms HOA Budget

2018

	\$/Unit (Budget)	Actual to		
		Budget	date (1.24.18)	Delta
Revenue				
Dues	\$ 375	\$ 74,625	\$ 64,125	\$ (10,500)
Total Revenue	\$ 375	\$ 74,625	\$ 64,125	\$ (10,500)
Expenses				
<u>HOA Services</u>				
Waste Collection	\$ 217	\$ 43,200		\$ (43,200)
Subtotal Services	\$ 217	\$ 43,200	\$ -	\$ (43,200)
<u>Admin, Finance & Legal</u>				
Legal Fees	\$ 11	\$ 2,200		\$ (2,200)
Insurance	\$ 10	\$ 2,000		\$ (2,000)
PO Box	\$ 0	\$ 70		\$ (70)
Office Supplies & Mailings	\$ 3	\$ 600		\$ (600)
State & Federal Taxes	\$ 0	\$ 40		\$ (40)
Subtotal AFL	\$ 25	\$ 4,910	\$ -	\$ (4,910)
<u>Community Resources</u>				
Grounds Maintenance	\$ 52	\$ 10,400	\$ 1,200	\$ (9,200)
Pond - Maintenance	\$ 32	\$ 6,300	\$ 420	\$ (5,880)
Pond - Electricity	\$ 3	\$ 650		\$ (650)
Subtotal Resources	\$ 87	\$ 17,350	\$ 1,620	\$ (15,730)
<u>Community & Communications</u>				
Website	\$ 0	\$ 80		\$ (80)
Social - Easter Egg Hunt	\$ 1	\$ 250		\$ (250)
Social - July 4th	\$ 11	\$ 2,100		\$ (2,100)
Social - Miscellaneous	\$ 3	\$ 500		\$ (500)
Social - Yard Sale	\$ 1	\$ 120		\$ (120)
Subtotal Community	\$ 15	\$ 3,050	\$ -	\$ (3,050)
Total Expenses	\$ 344	\$ 68,510	\$ 1,620	\$ (66,890)
Reserves				
Capital Projects	\$ 31	\$ 6,115		\$ (6,115)
Gain/(Loss)		\$ -	\$ 62,505	\$ 62,505