

GENERAL MEETING MINUTES

November 21, 2019
Carrolltowne Elementary School

ATTENDANCE

BOARD OF DIRECTORS:

Michele Carroll
Ken Hollasch
Jodi Lawrence
Andrea Kowaleski
Scott Walthour

OFFICERS:

Scott Walthour, president
Andrea Kowaleski, vice president
Jodi Lawrence, treasurer
Donna Chaney, secretary

MEMBERS:

Greg Hiltz
Sue Bungert
Amy Chase Martin
Charles Lawson
Becki Lawson
Jean Woods
Susan Andersson

AGENDA

1. President's Report

- A second bulk trash pickup is scheduled for this Saturday, November 23.
- This year was a good, productive year for the board and the HOA.

2. Vice-President's Report

- Turning off the aerators at the pond for the winter was discussed but a decision has not yet been made on whether to do this.
- There was a lot accomplished this year, especially at the common areas, and a lot of good projects were completed.

3. Treasurer's Report

- The current budget report is provided on page 5.
- The current checking account balance is \$36,289.
- The proposed 2020 budget was presented. An increase in annual dues, from \$375 to \$400 is recommended for the following reasons:
 - To replenish the reserve account (reserve funds were spent on repaving the basketball and tennis court, repairing and sealcoating the playground area lots, and fixing the erosion issue at the playground). (It was noted that sidewalk repair

and maintenance are the responsibility of individual homeowners, so that would not be an expense that would need to be incurred by the HOA.)

- To accommodate a potential increase in the trash collection contract, which ends next year and will need to be renewed.
- **ACTION: The board voted to approve the proposed 2020 budget that includes the increase in dues, from \$375 to \$400.**
- **The due date for the 2020 annual dues was changed from January 1 to February 15.** Dues notices will be mailed to residents this year.

4. Committee Reports

- **Architectural, Ground Maintenance, Contracts – Ken Hollasch**
 - Thanks again too, everyone, for their efforts in 2019. As discussed, a lot of things were accomplished this past year for our neighborhood that benefits all of us.
 - **Architectural request actions summary for the year:**
 - 14 requests were submitted and approved
 - A spreadsheet was created to track all requests
 - The architectural committee will be developing a revised rules document for the new board to approve
 - **Grounds maintenance:**
 - The parking lot and sidewalk repair and sealcoating project at the playground was recently completed
 - Numerous other projects were successfully completed during the year, including:
 - Resurfacing the basketball and tennis courts
 - Fixing the erosion issue at the playground and addressing an issue that arose during the project
 - Beautifying the playground area with new plantings and a new neighborhood sign that was painted by a resident.
 - The end-of-year cleanup will be completed once most of the leaves have fallen
 - Replacing the gazebo at the pond is a priority for 2020.

5. Open Discussion

- There is an ongoing issue with soft spots/air bubbles at several spots on the basketball court after the recent paving project. Michele followed up with the contractor and provided videos, photos, and details of the issue but nothing has been resolved yet.
 - **ACTION: Michele has attempted to follow up with the contractor to request an onsite inspection with an HOA board member, but the company is very unresponsive and has not followed through with requests for a meeting. She**

will continue to try to contact them and will consider other options, including referring them to the Better Business Bureau.

6. 2020 Board Election

- Seven candidates were nominated for the 2020 board
- 24 votes were cast, which meets the requirement for a quorum of 10% of the neighborhood
- There was a tie in the voting for two of the candidates, which would have resulted in six members on the board.
- **ACTION: the current board voted to approve seven total board positions for the 2020 board.**
- **The new members of the 2020 board are:**
 - Andrea Kowaleski
 - Jodi Lawrence
 - Ken Hollasch
 - Susan Andersson
 - Joe Tier
 - Amy Martin
 - Charles Lawson

7. Upcoming Meetings

- December 4, 7:00 pm, 1994 Barley Road

The meeting was adjourned.

BOARD ACTIONS

ITEM	Board Member	For	Against	Abstain	Absent
Approve the proposed 2020 budget Motion: Andrea Kowaleski Second: Michele Carroll	Michele Carroll	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Ken Hollasch	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Jodi Lawrence	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Andrea Kowaleski	<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			

ITEM	Board Member	For	Against	Abstain	Absent
Approve the appointment of a 7th board member from the list of candidates nominated for the board to eliminate the possibility of a tie vote on the new board Motion: Scott Walthour Second: Michele Carroll	Michele Carroll	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Ken Hollasch	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Jodi Lawrence	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	Andrea Kowaleski	<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			

Updated: 11/21/2019
199 Units

Harvest Farms HOA Budget

2019

		Budget	Actual to date (11/21/19)	Difference
Revenue	\$/Unit (Budget)			
Dues	\$ 375	\$ 74,625	\$ 74,625	\$ -
Late Fees	\$ -	\$ -	\$ 259	\$ 259
Total Revenue	\$ 375	\$ 74,625	\$ 74,884	\$ 259
Expenses				
HOA Services				
Waste Collection	\$ 220	\$ 43,848	\$ 30,859	\$ (12,989)
Subtotal Services	\$ 220	\$ 43,848	\$ 30,859	\$ (12,989)
Admin, Finance & Legal				
Legal Fees	\$ 5	\$ 1,000	\$ 111	\$ (889)
Insurance	\$ 12	\$ 2,420	\$ 1,957	\$ (463)
PO Box	\$ 0	\$ 70	\$ 80	\$ 10
Office Supplies & Mailings	\$ 6	\$ 1,200	\$ 33	\$ (1,167)
State & Federal Taxes	\$ 0	\$ 40	\$ -	\$ (40)
Subtotal AFL	\$ 24	\$ 4,730	\$ 2,181	\$ (2,549)
Community Resources				
Grounds Maintenance - Lawncare	\$ 52	\$ 10,400	\$ 7,527	\$ (2,873)
Grounds Maintenance - Other		\$ -	\$ 3,566	\$ 3,566
Pond - Maintenance	\$ 32	\$ 6,300	\$ 5,917	\$ (383)
Pond - Electricity	\$ 3	\$ 650	\$ 458	\$ (192)
Subtotal Resources	\$ 87	\$ 17,350	\$ 17,469	\$ 119
Community & Communications				
Website	\$ 0	\$ 80	\$ -	\$ (80)
Social - Easter Egg Hunt	\$ 1	\$ 250	\$ 183	\$ (67)
Social - July 4th	\$ 11	\$ 2,100	\$ 1,873	\$ (227)
Social - Miscellaneous	\$ 3	\$ 500	\$ 106	\$ (394)
Social - Yard Sale	\$ 1	\$ 120	\$ 235	\$ 115
Subtotal Community	\$ 15	\$ 3,050	\$ 2,397	\$ (653)
Total Expenses	\$ 347	\$ 68,978	\$ 52,905	\$ (16,073)
Capital Projects:	\$ 28	\$ 5,647		\$ (5,647)
Sealcoating/repair playground area lots			\$ 2,715	\$ 2,715
Erosion fix at playground			\$ 7,040	\$ 7,040
Total Capital Projects:	\$ 28	\$ 5,647	\$ 9,755	\$ 4,108
Gain/(Loss)		\$ -	\$ 12,224	\$ 12,224

Reserves spending authorized prior to 2019:

Basketball & Tennis court resurfacing

\$ 8,855

Checking Account Balance

\$ 36,289