

# **Castle Hill Estates HOA**

## **Board Meeting Minutes**

**Date: Wednesday, March 27, 2013**

**Time: 7:00pm**

**Location: 213 Flagstone Dr.**

- I. Call to Order 7:05pm
- II. Roll Call
  - Board Members: President (Tom Helfrich), VP (Spencer Vick), Secretary (Bryan Becan), Treasurer (Sharon Ives)
  - Homeowners in Attendance: Adam Russell, Jerry Ryan, Joe Cortez
- III. Approval of Previous Meeting's Minutes
  - Approved as Amended
- IV. Financial Report
  - (put in from the financial Report)
  - Ending Balance Feb \$1807.52
  - All homeowners dues paid in full.
  - Foreclosure – 217 Castle Hill Drive – to be paid.
- V. Old Business
  - a. Committee updates
    - ACC – No Updates
    - Audit – Paul Holton and Brian Page – No material discrepancies found.
    - Account Balances noted.
    - Social – None
    - Grounds – 2 signs not replaced yet. Posts replaced – all that were done look good. No problems with workmanship. Lawn sprinklers going 2 times a week now, all stations.

Water coming out of the light post discussed – Kevin North with

the Water Department working on the issue. Chemical testing the water for chlorine.

Cody Martin volunteered to join the Grounds Committee if he is needed. Cecil Yates also volunteered to serve on Board or committees.

Budget Committee: Adam Russell reporting and in attendance – Committee met twice. Feb and March 2013. Showing a balanced budget. Fred Terasa went around and documented the assets and what their useful life is. Long term planning for future repairs and ongoing maintenance.

Erosion along Alsbury – 6” ruts in places. Might need filling in. Plan for Reserve Fund. Established at \$25,000 in a separate account. Amend the bylaws to require 2/3 vote to touch that money. One year’s budget plus a little.

Second account – Maintenance/Contingency \$11,000 (36k-25k) if it gets to 8,000 then the board can raise dues 10%.

If it gets to 5k, then call a special meeting of homeowners for an assessment.

\*\*Note info is from the Budget committee Reserve Recommendation document.

The Budget Committee voted in favor of the new plan presented tonight.

The Board recognizes the hard work the Budget Committee put into this proposal. Many Thanks to the Budget Committee members: Joe Cortez, Mark Hotchkiss, Sharon Ives, Adam Russell, Jimmie Ryan and Fred Terasa.

Communications – None.

b. Other old business

## VI. New Business

### a. Committee updates

ACC:

Budget – Fulfilled their obligation – Committee Closed, but will be available for questions at the Annual Meeting.

Grounds – Jerry Ryan Resigned, Joe Cortez would like to resign as well. Many Thanks to both. Spencer Vick is the only member at this point. Spencer to chair for now. Cody will be asked to email his desire to be on this committee.

Charlie, Monroe asked to do the flags only. Will be approached to be on the Grounds Committee, focusing on only the flags.

Communications – Fred Terasa moving. Bryan Becan and Lonna Hoffman need a third member. Also considering going back to a Quarterly issue of the Moat.

### b. Upcoming events

### c. Other new business

## VII. Calendar -

No calendar items

## VIII. Open discussion forum

Yard of the Month Proposal

Jerry Ryan exited at 8:10pm

Note details from Proposal (Revised YOM Guidelines.doc)

Move to consider the new proposal, seconded, discussion commenced.

Voted unanimously – Yes.

YOM for March 2013 – Fred Terasa

Christmas Lighting: Discussion Tabled for the next meeting.

Newsletter Suggestion: Ask homeowners for ideas for Christmas decorations.

National Night Out – Date to be found out for another park gathering.

4<sup>th</sup> of July Gathering

Insurance policy up for renewal. Right now just on Liability. We should get a quote for Property and Liability.

Budget – Motion presented to Table the Budget Recommendation discussion for another meeting. All in favor.

Spencer Vick Exited at 8:49pm.

IX. Adjournment of General Session  
8:57pm Voted to adjourn.