

Estates At Dove Run HOA Board Meeting

Minutes for November 09, 2010 7:00pm

Board of Directors:

- Present: Richard Green, Valerie Jones-Rabb, Scott Gagnon, Vered Verandak

Agenda:

- Annual Meeting:
 - The board reviewed the a summary of the conversation from the Annual Homeowners Meeting.
 - The board reviewed the idea of an audit committee overseeing the board actions and comments were made that any homeowner already has the right to review the HOA documents. The board also reviewed a proposed Charter that Scott drafted for the Audit Committee. The board voted unanimously to create an Audit Committee and appointed Maurrell English as the chairperson, per his volunteering at the Annual Meeting. The proposed Charter will be sent to Morrell and he will be asked to attend the December board meeting.
 - The board reviewed the concern raised regarding the legal fees, as well as the current approach to leverage JP Court rather than the HOA lawyer. There were a number of suggestions raised at the meeting that the board will follow up on for 2011 assessments.
 - Scott proposed the idea of a policy/procedure manual to be developed in 2011. The board will review in more detail at the December meeting.
 - The board discussed the need to further discuss amending the deed restrictions, specifically comments made during the annual meeting. The discussion was tabled until the December meeting due to the priority of the 2011 budget discussion.
- Election of Officers:
 - Scott nominated Rich as the President, Valerie as the Vice President, Vered as the Treasurer and himself as the Secretary. The board voted unanimously to approve.
- Standard Board Agenda Items:
 - The board reviewed a draft list of agenda items by month that Scott provided. The items will be further revised through December and posted on the website for homeowners to better understand the items discussed by the board.
- 2011 Proposed Budget:
 - The board reviewed the detailed proposed budget. The key changes from 2010 are a net decrease in landscaping fees from \$11,000 to \$8,800 and a decrease in legal fees from \$7,000 to \$4,000. With a lower cash balance than the same point in 2009, the annual assessment would remain unchanged. A detailed breakdown of the budget will be provided in the budge vote letter, which will be sent to all homeowners in the next few weeks.
 - The board discussed putting all annual contracts up for bid each year to ensure the best price for the HOA.
- Trees Replacement:
 - The town has confirmed that the purple ribbons on the trees along Dove Run Boulevard are to mark trees that the town will replace. A final timeline has not been provided.

The meeting was adjourned at 8:30pm.

The next board meeting will be held on Tuesday, December 14th at 7:00pm