

**The Park Board of Directors**  
*Meeting Minutes*  
Feb. 6, 2017 at the Delmar Residence

**Call to Order:** Grant Delmar called the meeting to order at 6:40 p.m., establishing a quorum.

**Approval of Agenda:** Grant Delmar moved that the agenda be approved as printed. The motion was seconded by Bill Packard, the motion carried.

**Approval of Minutes:** Ray Walker motioned for the Jan. 10<sup>th</sup> Meeting Minutes distributed be approved, motion was seconded by Rob Hartman.

Board members present were: Grant Delmar, Bill Packard, Rob Hartman, Donovan Karber, Ray Walker, Bob Ainsworth, and Brooke Mueller.

No Guests were present.

Updated By-Laws count reflects that the By-Laws have passed. In Vergil Esau's absence, the board signed the signature pages. The file will be updated to the website and need to be registered with the county. Rob Hartman will file the By-Laws and Covenants with the local governing office. This will give the Title Company's access to the electronic documents.

**President's Report:** Grant Delmar asked for opinions of the board on Legal Shield (legalshield.com). Ray Walker moved to employ Legal Shield at the base level, \$39.00 per month. Brooke Mueller seconded the motion as Ray presented letters that were written to homeowners who are past due on quarterly dues. The 2<sup>nd</sup> letter to these homeowners will be sent via registered mail. The 3<sup>rd</sup> letter will be written by the lawyers. All were in favor of this motion.

Grant shared that the low water bridge bids have all come in. The board rejected the high bids and all were in favor of moving forward with Avant Lawn Care for the clean-up and ground preparation portion of the project. Opp concrete was the low bid and will be constructing the concrete low water bridge and sidewalk. Grant motioned that he will speak with Avant and Opp concrete regarding extra concrete to adjoin the existing sidewalk from Pawnee Ct. to the low water crossing/bridge. He estimated the additional cost would be between \$1,500 to \$2,000. This falls within the by-law's section 7.2.4 for the allocation of funds. Bill Packard seconded the motion, the board was in favor.

Avant Lawn Care also was the lower price for mowing the commons area and did a great job in 2016. Grant motioned to continue with Avant for the 2017 mowing season.

Brooke seconded the motion, all were in favor.

Two of the new board members spots are only 1 year terms. It was confirmed that Donovan Karber and Bob Ainsworth would serve 1 year each with the possibility of running for another term after the year is up.

**Vice President's Report:** Bill Packard spoke with the vandals and they will meet with him this week to pick up the trash in the ravine area.

**Treasurer's Report:** Ray Walker reviewed the monthly statement with the board. Ray asked Westside Book Keeping to split the water and electric bills for each location within the park. He also presented a chart of accounts. It was decided that requesting a quote from Westside could result in them raising our rate. Since the rate has never increased, the board compared it to a bid from B4 Bookkeeping, who's rate was higher. Ray presented a list of residents behind on their dues. As discussed earlier in the meeting, a second letter will be sent, followed by a 3<sup>rd</sup> letter from the lawyer. Westside doesn't have online bill pay, but homeowners can pay via their banking institution's bill pay to them directly and/or set up auto withdrawal. It was decided that before new residents get their pool key they must sign a copy of the pool rules. Covenants state that landlords are to notify the board of new renters. The board discussed charging an extra activation fee for renters. A letter for the landlords will be sent reminding them that tenant changes must be sent to the board. If there are any issues this year with pool rules being broken the board will consider terminating all pool keys and having everyone meet at the pool to sign the rules in order to have their key re-activated. Insurance will be researched by Bob Ainsworth to ensure we are up to date on coverages.

**Secretary's Report:** Brooke Mueller stated that she purchased a water proof bin for the shed.

The board reviewed a welcome letter for new homeowners, which will be included in a packet containing a directory of the neighborhood, pool rules to sign, and a copy of the By-Laws and Covenants. Brooke will get Ray Walker a Welcome Packet for the new resident at 2551 Glacier.

Brooke will gather the architectural control requests from 2016 and will have Rob and Grant sign them for approvals.

Voting can now occur via email for the residents with email addresses. A note will be put inside the next statements to residents letting them know.

A new pool rule sign is needed on the outside of the pool house. Will discuss at the next meeting.

The tax documents for the audits are with the book keeper and Ray will provide them when necessary.

The board will contact Ann Bolton to see if she will head Garage sales in June.

**Ground's Report:** The lawn bids were reviewed in the Presidents report. Brooke needs the 2015 & 2016 bids.

Donnovan and Bill will fix the chains on the swing set at the playground and look at bracing the swing set at the end or adding an anchor.

Clean up day will be in May.

The board discussed an entry sign at Denene Ct.

Grant Delmar motioned to adjourn at 8:51 pm, Rob Hartman seconded the motion.

*The next meeting will be March 13th @ Bob Ainsworth's home, 2514 S. Glacier Dr*