

**Minutes of the The Park HOA Board of Directors Meeting
November 9, 2020**

The monthly meeting of the HOA Board of Directors was held at the Esau home on Monday, November 9th, and called to order at 6:35pm. Those in attendance were: Vergil Esau, Jan Capps, Steve Carter, Jim Fallis, Donovan Karber, and Dave Mueller.

A motion to approve the minutes of the October 12th, 2020, meeting was made by Donovan. Steve seconded the motion, and motion carried.

President's Report:

1. Vergil handed out the Officer's Manuals for each board member. Each manual will contain a job description and responsibilities for that office, and will be passed on to the new officer upon relinquishing the position at the end of their term.
2. Letters were written to the two rental exceptions that were requested. As the criteria for "rental" and deadlines were not met, it was voted to deny those requests at this time.
3. Vergil contacted the investment company that purchased a home after October. They are remodeling, flipping the home, and it is for sale. They have a contract for the sale of the property.

Vice President's Report:

1. Donovan and Vergil met with the homeowner regarding putting up a fence. After reporting on the concerns of the homeowner and a discussion, a motion was made by Donovan to accept the placement of the fence, Dave seconded. Legal documentation will be made and filed with the official minutes. Motion carried.
2. The presence of wildlife and damage being done to yards was discussed. Donovan will send an email to homeowners alerting them of what to look for and how to eliminate.
3. The Board officers are to email their job descriptions to Donovan to keep in a permanent file.

Financial Report:

1. Copies of the October, 2020, Financial Report were presented. Dues/fees collections for the month of September were \$8,898.00 and expenses were \$12,588.00. As of October 31, 2020, the HOA has \$10,026.47 in checking and \$33,258.24 in savings.

2. The Board reviewed the Delinquent Accounts >\$250 as of October, 2020. Another account has been turned over for collection.
3. Donovan moved, seconded by Steve that the Board approve the October Financial Statement as presented. Motion carried. (Copy attached to official minutes)

Secretary Report:

1. Jan reminded the board to email their annual meeting reports to her for the powerpoint presentation.
2. Two emails received on The Park account were reviewed. One involved our “pool cat” and the other was regarding the relocating of a resident’s mailbox.

Grounds Report: Steve reported that Jason Avant has finished adding dirt around some of the sidewalks and seed has been put down. There will be two more mowings to pick up the leaves.

Pool Report: Due to an electricity outage, an electrician was called in. Two outlets at the pool needed to be replaced and he suggested putting In-use covers on those two outlets. As those outlets are used constantly for the pumps, that will prevent moisture from getting in. Dave has made that change. Pool cover was not damaged.

Social Report:

In Cindy’s absence, Jan reported that plans for the Holiday Lighting Contest are moving forward. Judges have been procured and gift certificates will be purchased for the contest winners and judges.

Other: In preparation for the Annual Meeting, Jim reviewed the Proposed 2021 Budget. A discussion was held and some revisions were made. The purchase of two CD’s was discussed, and even though the interest is low, it is enough to proceed with, and no penalty if withdrawn before the maturity date. Steve made a motion to approve the Proposed Budget for 2021 to be presented for PHOA approval. Dave second and motion carried.

The report from the Nominating Committee consisting of: Kay Esau, Billy Vines, Cathy Preston, Ray Bauchman, Ray Walker was presented. The two year terms of four members from the current board (Cindy Ainsworth, Vergil Esau, Donovan Karber, and Dave Mueller) will be ending. The slate of candidates running for their places consists of: Kim Logan, Kevin Quilty, and Shane Preble; and Vergil Esau and Donovan Karber have agreed to run for a second term. (Profiles attached to the Official Minutes.)

Capital Improvement items were discussed for 2021. It was decided to have the PHOA vote on replacing the old pool heater. With the unpredictability of our weather, it would be nice to have as a back-up in case we have a cold spring, and it does take a long time to get that much water warm.

After a long, hard discussion, it was decided that due to COVID-19 and the safety of our homeowners, the 2021 Annual Meeting would not be held. Holding a Zoom meeting was presented, but then it was decided to mail all information to homeowners and have ballots for approval of the 2021 Budget, election of new board members, and decision on the Capital Improvement item included. Those ballots must be postmarked by December 7th or dropped off at a board member's home. Only homeowners whose dues are current may vote. A committee will count the votes on the 10th and an email will be sent out with the results. Jim made a motion to approve up to \$650 for the mailer expense and Donovan seconded. Motion carried.

Adjournment: There being no further business, the meeting was adjourned at 8:40 pm.

Jan Capps
PHOA Board Secretary