

JAY STREET TOWNHOMES

ANNUAL 2019 HOA MEETING MINUTES

Date: 1/30/19 Start Time: 7:05pm End Time: 8:52pm

Attendees:

- Sam - scribe
- Stacia
- Amy
- Bouakham
- Joe – Board Vice President
- Cliff – Board President
- Jennifer
- Jim – Realty One Property Management

Agenda

1. Budget

- a. \$36,000/year (same as 2018)
- b. After insurance deductible and insurance costs payment, approx. \$10,000 left in reserves
- c. With current budget, \$3,996 being put into reserves annually

2. Approval of 2018 Annual Minutes

- a. Minutes have been approved as amended per Sunny's edits

3. Report of Quorum

- a. Quorum was met as required

4. Homeowner's forum

- a. Pine Beetle Spray
 - i. Voted not to spray
 - ii. Will be revisited > 6 months from now if we see signs of pine beetle infestation
- b. Replacement of the dead trees that have been removed
 - i. New Rule (to be voted on by full board): No new plants or trees will be paid for or planted by the HOA. Homeowners will need to submit any new plants to be planted, to the board for approval. Upon approval, homeowner will have responsibility to pay for and maintain the health and aesthetics of plant.
 1. Any common area additions (ie, plants, pots, statues, lights, etc) will need to be approved by board before placement
- c. Hiring of Maintenance Crew
 - i. Voted not to hire any groundskeeper

- ii. Instead the board president will be sending out a schedule to all homeowners for 'community day' where homeowners will volunteer for tasks such as pulling weeds, trimming trees, picking up trash, leaf blowing, racking pine needles, etc.
 - iii. Board has authority to purchase tools necessary for maintenance which will come out of the budget that would have gone towards paying for a groundskeeper.
 - 1. Inventory will be kept for any purchases made for the property
 - d. Gutters
 - i. Handyman will come assess the gutters
 - ii. Board will determine necessary repairs based on the professional's approval
 - e. Concrete driveway repair
 - i. Voted not to repair in 2019 aside from minor "bandaids" to seal cracks
 - f. Snow Plow
 - i. Ice melt & bucket provided to all homeowners by HOA
 - ii. Homeowners responsible for pitching in on shoveling their walkways
 - g. Trash and Recycle Service
 - i. Community agrees to keep recycling service
- 5. Financial Report/Treasurer**
- a. 2018 Financials Approved as presented by Realty One Property Management
- 6. Election of Board Members**
- a. No motion will be passed or pursued without at least a 2/3 vote by the board members
 - b. Ballot members – Cliff, Joe, Sunny, Stacia
 - c. Final vote winners and positions – Cliff (President), Joe (Vice President), Stacia (Secretary/Treasurer)
- 7. Follow Up Items**
- a. Revisit pine beetle spray later in the year
 - b. Vote on new rule for plants in common areas
- 8. Adjournment**
- a. All above items reviewed with details approved by board