

Howe Farms BOD Meeting Minutes

November 16, 2016

Quorum

Mike Heath Tammy Frye Gene Tromly
Skinner Jones Joan Bollenbacher Mary Underkofler

Scribe

Mary Underkofler

Meeting called to order @ 7 PM

Agenda

Old Business

- Approve minutes
- Due process procedure*
- Officer reports
- Rec Area lighting
- Goodbye Col. Bretschneider

New Business

- Budget
- Fence Painting
- Park serpentine wall
- Homes adjacent to the entrance serpentine walls
- Newsletter
- Christmas decoration contest.

Executive Session

Meeting went into Executive Session 7:01 PM

- Property 1- Update
- Property 2 - Need plot
- Property 3 & 4 - Owe dues

Old Business

MINUTES: - October minutes were approved as is.

“DUE PROCESS” DISCUSSION: What are the procedures/steps for fining and leaning a property. We need to formalize the process. The board can come up with a process and how to document each property in arrears. Because Mark was absent the board decided to move the item to December’s meeting to give the board time to contact Mark and see what progress, if any have been made.

REPORTS:

- President - Absent
- Vice President - None
- Treasurer - See budget discussion.
- Architectural Review Committee - Fall inspection went well. No money needed for flyers as Mr. Shockley printed them and board members distributed them.
- Membership - Mrs. Bollenbacher is preparing for the Christmas parade. She will be contacting Mrs. Cato for help.
- Common Grounds - Water goes off December 1. Mr. Tromly decided he would cut the water off now because it was cool enough. He found the water at the Rec Area pump running and had flooded the parking lot. The Mr. Heath asked Mr. Tromly to put a lock on the pump when he turns it back on in the spring. Mr. Tromly surveyed parents about the state of the playground equipment and
- Secretary - None

REC AREA LIGHTING: Rec area bulbs (installed in 2003) and on-off sensors need replacing. The bulbs have finally burned out and the sensors have been damaged from an ant infestation. Mr. Tromly has determined that the items, including the bulbs will need to be installed by a professional. A motion was passed for Mr. Tromly to have lights and sensors replaced for an amount not to exceed \$750.

GOODBYE Col. Norman BRETSCHNIEIDER: Mr. Tromly told fond memories of the colonel who passed away October 24. An original resident of Howe Farms, Col. Bretschneider of Riding Path, held board meetings in his home for the fledgling neighborhood that lasted long into the night. Among other accomplishments, Col. Bretschneider was a decorated Army veteran from both the Korean and Vietnam wars. We will miss him.

New Business

BUDGET: The board spent the bulk of the meeting time discussing and modifying the proposed 2017 budget. Mr. Heath, who lead the discussion, stated that the association is in the black and ahead of budget for 2016. The largest item in the budget is the lawn maintenance company at \$11,000 for the year. The 10-month contract with them, will end Dec 31 and resume in March as Mr. Tromly fully expected to obtain them again for 2017 since their bid was the lowest. In the meantime, Mr. Jones will make adjustments on the board's recommendations from the discussion in preparation for the final budget to be approved at the December meeting. A motion was passed requiring Mr. Jones contact Mr. Forget of Berkeley Realty Property Management inquiring about any changes in management fees for 2017.

FENCE PAINTING: Mr. Tromly has offered to paint the fence around the tennis court. Pictures he brought to the meeting showed the once black fence was nearly stripped of all paint. He said he is able to obtain paint and supplies at a discount from Home Depot and Lowe's for the association. A motion was passed to permit Mr. Tromly to paint the fence for a cost not to exceed \$300.

THE PARK SERPENTINE WALL: Serpentine wall accessed at Haywagon and closest to park is covered in mold. Since the association is responsible for the side exposed to the park, Mr. Tromly asked permission from the board to hire Mark's Powerwashing to clean the wall. A motion was passed to clean the serpentine wall against the park for a cost not to exceed \$100.

HOMES ADJACENT TO ENTRANCE SERPENTINE WALLS: Residents along the Harris Creek Road serpentine walls are hurling bags of grass over the serpentine wall. The practice is such an eyesore that citizens outside of the Howe Farms are beginning to complain. Since the association maintains the property (which belongs to the resident) it was decided that the ACC will send letters kindly reminding the offenders that trash can not be put out before the day of pick up (in this case Wednesday) according to city code.

NEWSLETTER: The board decided that because of time constraints, a flyer will be published and distributed in lieu of a newsletter for the holiday season. The flyer will contain information on the upcoming neighborhood events as well as the perpetual reminder to pick up poop and clean of mold.

Meeting was adjourned @ 8:58 PM
