

July 2018 Colonial Gardens Homeowners Association Board Meeting Minutes

7/28/2018 held at Golden Spike Realty Office at 9am

In Attendance:

Aaron Eames, Sam Sessions, and Linda Hurst
Kaitlyn Linford (HOA Management)

1. Review and acceptance of previous board meeting minutes and owner meeting minutes. All board members accepted via email previously.
2. Financials: Kaitlyn gave the report of April 28-June Profit & Loss statement and stated that the Account Balances are \$28,890.48 in Checking and \$27,186.05 in Savings Reserve. Kaitlyn then gave report of owners who have paid there roof assessment and those who still need to pay. Kaitlyn also reported that she has spoken to the majority of the owners who need to pay the assessment and have received confirmation that they will be paying it in August.
3. Board unanimously voted to remove Allison Williams from the Association Bank Account and to add Sam Sessions as a signer on the Account. Kaitlyn was asked to call Goldenwest ahead of time to see if anything is needed to remove Allison from the Account and to see if there lobby is open on Saturdays to complete this task. It was stated that this would be done prior to the next Board meeting.
4. Violation Report: Kaitlyn stated that 1 Violation was reported in June-July.
5. Roofs: Replacement of the 2018 building has been completed and confirmed that the work was done.
6. Completed Maintenance:
 - a. Association has been sprayed of Box Elder Bugs
 - b. Signs have been added to the trash cans
 - c. Unit A-I door trims have been replaced. It was voted that in the coming years it will more cost effective to repair the current door trims instead of replacing them.
 - d. Roof Replacement was done.
 - e. S-Z court yard lights were repaired and should now be working.
 - f. Rodent traps were set to the front common grounds to get rid of the voles.
7. Maintenance to be completed:

- a. Bushes need to be trimmed
 - b. Steel rods need to be painted and have reflector tops put on.
 - c. Brick in the entry way needs to be looked at and the mortar may need to be repaired to make it look nicer.
 - d. Fence needs to be fixed.
 - e. Deadbolt lock needs to be put on the Association storage shed.
8. Property Inspection:
- a. 5/7/18 Twin box spring/mattress was left in the Carport V. Owner called to complaint that when dump company came they did not take it. Dump company said they won't take those. During inspection found the mattress, picked it up and loaded it in truck with the help of Board member Sam and will dispose of it. Posted two signs on the dumpster in hopes to keep from continuing to have this problem. Lawns looked good and flower beds looked better with weeds better under control.
 - b. 5/18/18 Unit T door still needs to be painted. Will send letter to owner to repair. Said of Unit V garden area needs to be cleaned up. All door trims are in bad shape and need to be repaired and painted. J-R doors need to be painted. Fence broken in new area-appears that panels just need to be put back in and are there. 2 vehicles in visitor parking. Bush on side of unit A needs to be trimmed back. G, H, & I door trims are on but still need to be painted.
 - c. 6/12/18 C, D, E, F door trims are up. All trims need to be painted. Trims are looking very good. Bushes need to be trimmed. Door T painted and Door V painted and repaired.
 - d. 6/23/18 Posted new signs on Garbage can and on units J-R about Roof replacement beginning. Lawns were looking well and green. Found no dog mess in common areas.
9. Other Business:
- a. Discussion of things to include on the 2019 budget were discussed. These items include: Planting the flower box in front of the HOA. Touching up/cleaning the Association Sign. Repairing and painting the wooden posts and facings of the carports. Painting doors that are in need. Caulking between door trims and brick of units.

The meeting was adjourned at 10:02am. Next board meeting to be held Sept at Golden Spike Realty Sunset Office.