

July 6 2020 Bluff at Lakeview Farms Board Meeting Minutes

7/6/2020 @ 6:00pm at Mencias Residence

Board Members In Attendance: Taylor, Jennie, Leah, Chelsea, Kristin, Katie & Kaitlyn Linford (HOA Management).

Absent: None

1. Meeting was called to order by the Board President, Taylor at 6:05pm.
2. June 17th meeting minutes were presented at meeting and approved previously via email.
3. Account records presented. As of June 30th the checking accts balance was \$20,257.75 and the savings acct was \$8000.02. The acct register was reviewed with no questions. The Profit & Loss was presented and noted that currently the HOA is under budget in income, some owners are behind but it is also likely due to the budget having been done to reflect more homes then what were sold. Kaitlyn explained that in new developments the budget is often off because they estimate how many owners will have moved in. As the year goes on Kaitlyn will be able to better determine what changes need to be made to the 2021 Budget.
4. Pool: Board Members and 2 owners will continue to handle the opening and closing of the pool and cleaning of the bathrooms and will be compensated for doing so. The CPO from Golden Spike Realty will continue to visit the property once a week or as needed when issues arise at the pool. At the Annual Meeting it will be asked if anyone is interested in being the CPO for the 2021 season. It is less expensive and better to have a resident or a two be the CPO to handle pool issues and the maintenance. Estimate presented from Comcast for internet and security system at the pool for \$148.40/month. Board requested another bid done by Vivant and what the price would be just to do internet with Comcast if we used another vendor for the security cam. Pool Cover needs to be repaired and will remain open until this is done. The company has the HOA on the schedule. The Gate is having problems and needs maintenance as well. Kaitlyn will contact the vendor to make the repairs.
5. Estimate presented from Cousins Cuts Landscaping to dig out around all the trees along the HOAs park strip. Board voted to table digging out around the trees for the moment. Trees need to be staked so they will grow up right. Maintenance will stake the trees. Landscaper also needs to be better about not hitting the trees base. Discussion on if grass was required in these areas or

if we could switch it to rock. This will be looked into. Stated that Cousin Cuts is currently contracted to do the snow removal.

6. CC&R & Bylaw changes: Kaitlyn purposed that changes be put on hold until the 2021 Annual Owners Meeting so that the HOA can give owners time to adjust to new Management and get situations under control. Rules & Regulations will be put together and handed out to Owners at the Annual Meeting.
7. Annual Owners Meeting: Aug 8th and split into 3 times. 10am, 1p, and 4m. Only one owner per household will be permitted to attend and masks will be required. A Zoom link will be available if owners can't attend in person as well. The 2021 Budget and Rules and Regulations will be presented at the meeting. All Board Members will rerun to correctly establish a board as per the Bylaws. An Emergency Contact list will also be put together and given at the meeting so that Owners know who to contact for HOA matters.
8. Owner Discussion: Owners have reported that they would like to see if a text blast can be created along with the email notifications. Kaitlyn will look into an app to do this. Also suggested to have a bigger pool closure sign with reason for closing when it happens. Some owners are still not aware of who to contact when there are HOA issues, this will continue to be clarified in Newsletters and will be discussed at the Annual Meeting as well. Signs will be posted in the bulletin boards when they are posted as well.
9. Next Meeting will take place on Aug 8, 2020 at 10, 1, & 4 for the Annual Owners Meeting at the pool area.
10. Meeting adjourned at 6:42pm