

The Cottages at Pleasant Valley - Board Meeting
Thursday, April 13, 2017 - 4 pm

Attendees:

Joy Izatt, President

Lesley Osiek, Vice President

Bruce Haslam - Treasure

Cheryl Wheelwright - absent

Karen Miller - absent

Kaitlyn Linford - Golden Spike Realty Management Representative

ITEMS OF DISCUSSION

FINANCIALS

Kaitlyn provided three sheets for review: Monthly Balance Sheet, Profit & Loss Statement, and Monthly Expense Detail. Board reviewed the information.

Kaitlyn has met with our CPA and transferred responsibilities to Golden Spike Realty Management. She met with a rep from Golden West Credit Union, ordered checks/deposit slip, and transferred/signed paperwork to assume responsibilities for invoice payments. CPA will continue with our yearly tax return.

**Kaitlyn will followup with a budget assessment to see if our monthly dues meets our monthly and yearly budget needs.

**Kaitlyn also discussed \$50 transfer fee for new owners. (In ByLaws)

LAWN CARE

New Lawn Care Service - contract was approved and will be signed by our president. All concerns should be directed to Kaitlyn for review and action. She and her team are walking the property for review and quality assessment.

Lesley Osiek provided invoice for True Green March fertilizer treatment. Continual fertilizer applications will be provided by our new lawn care company. **Kaitlyn will contact True Green and cancel their service.

April 13 - lawns were sprayed for dandelions

Areas of concern -

Lawn drain covers need to be weed wacked for efficiency.

Weeds behind East fence need to be poisoned and eliminated. Preventative maintenance.

Weed wacking is hard on fences - **Kaitlyn will discuss with Lawn Care provider.

Driveways - weeds need to be sprayed in cracks

Street gutters need to be blown also - currently wind has been an issue.

Joy provided a List of names and address to Kaitlyn of homeowners that DO NOT want the Lawn Care service to trim or weed their properties as of date. **Kaitlyn will provide these homeowners with window stickers for front/back windows to alert the Lawn Care providers of this request.

Muscolini -
Daines -
James -
Van Zweden -

Ice Problems during the winter months - ICE Melt buckets will be provided to homeowners Phyllis McDonald and Tammy Buckway for accessibility for the Lawn Care provider. It was suggested they keep them on their porch. As their properties face North, the ice problem is severe. The Lawn Care provider will dispense the Ice Melt when it snows.

PENDING WORK

Shrub and Tree replacement - Lesley and Joy will purchase shrubs to replace dead or missing landscape at the Millers and Holmes residences. This is a cost savings versus the Lawn Care company fees/service. Also we have three tree replacements. Two for Holmes residence (they will pay for one) and one at the Izatt residence. **Kaitlyn will contact our new handyman for placement once purchased.

Painting - front doors that have requested painting.

Peterson - 204
VanZweden - 244
Marriott - 234
Haslam - 226
Taylor - 228

Driveway - Estes residence - 5596 S. 250 E.

** Kaitlyn will get bids

Foundation repair - Goodell residence 248 E. 5575 S.

**Kaitlyn will notify handyman

Stucco repair - Marriott residence 234 E. 5575 S.

** Kaitlyn will notify handyman

MISCELLANEOUS:

Railings - Stan James requested information on pre-approved railings.

** Joy will provide information to Kay James.

Rules and Regulations - Lesley will provide these to Kaitlyn for upload to the webpage.

Homeowners Books - Lesley and Kaitlyn will review for completeness. Homeowners will be able to purchase an additional book for \$20. Contact Lesley.

Board Minutes - Secretary will provide minutes within 30 days of meeting. These will be uploaded to the webpage and archived after one year.

Roof preventative maintenance - Board approved a roof inspection. **Kaitlyn will contact roofer.

Leak in Shirlee Larsen (5582 S. 250 E.) and Lia Peterson (204 E. 5575 S.) homes - **Kaitlyn will followup with handyman to assess problems whether roof/window/gutters or other problem.

Ken Stephens Home - due to Ken's death - **Kaitlyn will make a call to Stacey Lacey (step daughter) to see the status of the home and if they will be selling in the near future.

Insurance - as our insurance premiums have continually rose, the Board has completed a review of our PVHOA home coverage and are working to keep the costs down. Bruce voiced a concern to ensure we are fully covered with the increasing costs to rebuild.

**Lesley will provide the contact information of the company the Board has met.

**Kaitlyn will followup with suggested companies and review proposals and bring to our next meeting.

Board Meetings - It was agreed upon by the PVHOA Board and Golden Spike Realty Management that we will meet every other month on the second Thursday at 4 pm.

Next meeting is scheduled for June 15th.