

The Cottages at Pleasant Valley Homeowners Association

Minutes of Board Meeting held Friday, June 16, 2017
at Joy Izatt's home, 4:00p.m.

Present: Joy Izatt, Bruce Haslam, Kaitlyn Linford, Karen Miller, Lesley Osiek.
Visitor: Shirlee Larsen. Excused: Cheryl Wheelwright

1. Joy Izatt called on Shirlee Larsen to describe for everyone the problems she is having with her roof/rain gutter. Kaitlyn Linford then reported the results of the maintenance inspection and what action will be taken. At Shirlee's request this work will be handled by the end of June. At the completion of the work, the down spout will be left unburied until it is determined that the problem has been solved.
2. Kaitlyn Linford discussed the PVHOA financial records for the month of May. Documents reviewed include the Bank Accounts Register, the Balance Sheet, the Profit & Loss Budget Overview (January through May 2017), and the Profit and Loss Budget Overview (January through December 2017). According to the numbers we need to have more income because we are operating in the savings account and transferring the rest of the savings into the money market account where it will earn more interest.
3. There was some discussion of completed/uncompleted maintenance work. We also discussed yard and lawn maintenance and the responsibilities of homeowners. The sprinklers are set to run 4 times/week for longer periods rather than more often for short periods. Some homeowners have noticed the sprinklers going on at times other than those scheduled. A new timber box will be installed to try to solve this problem. Joy suggested that a letter be sent to all homeowners to clarify responsibilities for taking care of shrubbery, flowers, weeds, etc., which will save PVHOA money in the long run. Kaitlyn agreed to draft this letter and send it out so that everyone knows what is expected.
4. Kaitlyn distributed copies of the quote from Travelers Casualty Insurance Company and briefly reviewed the details of coverage options and costs. Her recommendation is that we raise the coverage level for all buildings from the present \$8 million to \$9 million, and the deductible from \$5000 to \$10,000. She stated that she is not urging a change, but just presenting information, noting that the cost would be \$3000 less than our current policy for the same coverage. Board members were asked to look over the proposal in detail and compare it to the insurance coverage currently in place. A decision on this matter will be made at the next board meeting.
5. Minutes for March and April meetings were provided to those present. Board members were asked to read them carefully and let Kaitlyn know if changes/corrections are needed.

6. Joy presented the following items for consideration and information:
 - a. Then Ken Stephens home will be put on the market soon.
 - b. Request to install a flagpole by Val Coles. The suggested location was discussed and approved by the Board. A letter detailing the request must be submitted, which will be responded to in writing so there is a paper trail for this action.
 - c. Shrubs have been removed from Kenny Taylor's property because they were causing problems with the building. The shrubs need to be replaced, but the extensive roots from the previous shrubs need to be removed before that takes place. The board briefly discussed the responsibilities of both Kenny and the Association for the expenses of this work.
 - d. Top soil replacement will be put on hold because driveway repairs are more important at this time.
 - e. The Youngbloods are hosting a party in the common area on July 8, 5-8pm. Kaitlyn agreed to make arrangements to insure that the sprinklers do not come on during that time.
 - f. Landscaping concerns:
 - 1) Cleanup is needed along the fence lines
 - 2) Grass around the drains needs to be trimmed more uniformly and nearly
 - 3) Fertilizing, including weed control- Four treatments/year are scheduled. The two spring applications have been completed, the mid-summer is expected in mid-July, and the late summer should be done at the end of August. It was noted that the properties on the east side of 250 E need extra weed control because of the field behind them.
 - g. Private property signs should be installed in 2 or 3 locations within the area. This is especially important with work beginning on the 5600 S east extension this fall. Kaitlyn agreed to take care of this.
 - h. One violation notice has been sent.
 - i. Any concerns or problems should be addressed directly to Kaitlyn by the homeowners.
7. Next meeting will be Thursday, August 10, at 4:00 p.m.

Meeting adjourned at 6:25 p.m. Minutes recorded by Karen Miller.