

## **The Cottages at Pleasant Valley Homeowners Association**

Minutes of Annual Meeting held Monday, September 25, 2017

at Pleasant Valley Library, 5:00 p.m.

Present: Homeowners: Scott & Nancy Bodine, Tamra Buckway, Jay & Lucy Daines, Justin Eccles, Cindy & Amie Estes, Norrine Gardiner, Georgia Goodell, Jeff Holmes, Shirlee Larsen, Phyllis MacDonald, Stephen & Karen Miller, Lia Peterson, Betty Pettit, Ed & Pat VanZweden, Cheryl & Bob Wheelwright, Brock Williams, Burdett & Pat Youngblood, and Kaitlyn Linfoord.

1. Meeting was called to order by Cheryl Wheelwright at 5:12 p.m. Cheryl excused President Joy Izatt because of illness.
2. The first order of business was voting for new Board members. Candidates were read, and ballots were distributed and collected. Proxy ballots for Vera Ivie, Joy Izatt, and Lesley Osiek were approved. Phyllis MacDonald volunteered to help count, and she and Karen Miller were excused to tally the ballots.
3. New homeowner directories will be created from information collected at this meeting. They will be distributed to all homeowners by mail and by email by Kaitlyn when the updates are completed..
4. Minutes for the 2016 Annual Meeting were presented for approval. Norrine Gardiner moved that reading the minutes be waived and that they be approved as printed. Justin Eccles seconded the motion, which passed by majority vote.
5. Kaitlyn Linfoord, with Golden Spike Realty, introduced herself as a new member of the HOA Management Team and explained her role as manager. She provided a packet of financial information which included the balance sheet as of 12/31/2016, the balance sheet as of 9/22/2017, and the profit & loss budget overview for 2018, She reviewed the new budget proposal and explained the rationale for the proposed monthly fee increase. Specific items noted were the need for stucco/foundation repairs and correction of sprinkler problems. Homeowners were invited to discuss the proposal and ask any questions necessary to clarify the details. Dues increase options were presented as \$150 or \$175, up from the current \$125, to become effective January 1, 2018. Ballots on this proposal were distributed and collected, and counted by Phyllis and Karen.
6. Cheryl announced the upcoming annual PVHOA Christmas dinner party and asked for a volunteer to chair this event. Alice Coles and Vera Ivie were appointed as co-chairs.
7. Cheryl reviewed the maintenance accomplishments for 2017 to date, specifically noting the improvement in the landscaping and trimming which is still ongoing. Kaitlyn summarized the maintenance projects planned for 2018.

8. Kaitlyn reviewed the Utah State law on HOA insurance, and referred homeowners to the insurance packet from Travelers Insurance, our new insurer. She urged homeowners to check their individual homeowners insurance policies and compare the information to the Travelers policy to ensure their property has the proper and necessary coverage.
9. Karen Miller announced new members Ron & Kay North, who will soon be moving into the home formerly owned by Bruce & Beverly Haslam, and Rick & Paige Carter, new residents of the former Ken Stephens home.
10. Kaitlyn reviewed issues of community importance, in particular the update of the PVHOA Rules & Regulations. She noted the Board's decision to limit the size of the dogs allowed to 35 lbs. Those already in residence above that limit will be grandfathered in. Phyllis asked how this decision will impact her daughter's large dog, which has lived with her previously and will soon be moving back. It was agreed that, since the dog had been here before, the limit would be waived in this case. Kaitlyn also explained the fines and violations schedule so that everyone understands the process currently in place.
11. Election results were announced by Karen. New Board members are Joy Izatt, Norrine Gardiner and Cheryl Wheelwright, who will begin serving their 2-year terms immediately.
12. Results of the voting on the proposed dues increase were reported by Karen and Phyllis as a majority in favor of \$175 as the new monthly fee, effective January 1, 2018.
13. Kaitlyn invited homeowners to present any maintenance requests to be addressed in this meeting. Both the Estes and Goodell driveway repairs are already in the works. The Williams tree/shrubbery/landscaping improvements have been taken care of. Steve Miller noted that a low spot in the common area behind their home causes water pooling when the sprinklers have been on and after storms. Other low spots throughout the neighborhood were also noted.
14. With no other business to discuss, Cheryl requested a motion to adjourn the meeting. Georgia Goodell moved to adjourn, and Alice Coles seconded the motion, which was unanimously approved.

Meeting adjourned at 6:23 p.m. Minutes recorded by Karen Miller.