

Minutes
Board of Directors Meeting
Yankee Ridge Villas Townhome Association
December 19, 2018

Present: Kevin Miller, Kris Miller, Keith Prettyman, Zandra Uhrmacher

Absent: Roger Chamberlin

Also attending: Brett Cover, Universal Property Management, Tom Doggett, HOA Resident

The meeting was called to order at 5:10 p.m. by President Kevin Miller. The Board considered the Minutes from the meeting of November 27, 2018. On motion by Zandra Uhrmacher, second by Kris Miller the Minutes were approved as presented.

A discussion of financial reports followed. The Board reviewed the most recent checkbook statement, a Balance Sheet as of 11/30/18, a Profit & Loss Statement for January through November, 2018, a reconciliation of the checking account as of 11/30/18, a listing of Accounts Receivable and a Deposit Summary as secured and provided by Roger Chamberlin. The documents show a checkbook balance of \$47,913.75, total assets of \$35,978.65 and net income through 11 months of \$15,230.31. On motion by Zandra Uhrmacher, second by Kris Miller the Treasurer's Report was approved

Old Business - 6 Items

1. The Board considered recent issues with Spectrum and getting residents added to the group bill. Kevin has taken the lead on these issues and discussed his conversations with Jerry Fisher from Spectrum. 14 new addresses have been approved per Jerry. Tom Doggett described his issues with getting the HOA price for cable from Spectrum. It has taken 2 months and is still not resolved. A question was raised about when our contract with Spectrum terminates. (We later learned that a new 5 year agreement had recently been signed).

2. The Board discussed limits on visitor parking on the HOA private roads. The Board would like to develop parking regulations restricting parking to one side of

the street ONLY and to limit parking in the parking insets (overflow parking) to 48 hours.

3. Cody and Carissa Weihe could not attend the meeting, but Cody sent the Board an update which will be attached to the official minutes.

4. The Board discussed potential solutions to limiting street parking. Amending the Covenants is not a likely or, perhaps, even a viable option. The better option will be to enact rules and regulations as the Board is authorized to do which limits street parking to one side of the street ONLY.

5. The Board reviewed residents in arrears on HOA dues payments. Brett suggested that the most effective tool would be charging a late fee. The Covenants do not currently allow the imposition of late fees, however, the Bylaws allow a late charge which is the greater of \$10.00 or 10% of the amount due. Further, the Bylaws can be amended by a vote of the Board if an increase in the late charge is deemed necessary to collect dues in arrears.

6. The Board discussed the details of the transition of accounting/bookkeeping duties from Hocking & Schulenberg to Universal Property Management. The checking account will be moved to First State Bank. It will be necessary to set up the account and sign signature cards. Brett, together with Roger and/or Zandra will meet with Hocking & Schulenberg. The purpose of the meeting will be to assure that H&S will send out January statements with a notice of change of address for sending the January and all future payments. Another purpose will be to transfer the QuickBook files to Brett.

New Business – 0 Items

General Discussion

1. Brett explained that Summit Lawns provides a 5 step fertilizer/weed control (no grub control) program as part of their agreement. The intention is to secure bids after the snow removal season from Summit as well as other providers.

2. Recycling was discussed (mainly as an offshoot of blowing bins which need to be retrieved). Brett agreed to check what Alley Cat (our current garbage handler) would charge for HOA recycling.

The Board agreed to meet next on January 28th at 6:00 at 3849 Pablo Lane (Keith's place).

There being no further business, the meeting was adjourned at 6:38 p.m.

Secretary