

MONTAINE at ALDARRA HOMEOWNERS' ASSOC.
BOARD MEETING MINUTES
July 29, 2013

In Attendance:

Marcus Phelps-Munson, President

Susan Shamp, Secretary

Eric Baker Member At Large

Debbie Weaver, Community Mgr.

Homeowners in attendance: Anne Gabryjelski, Shelley Renning, Karen Raines, Bob Foster, Ken Johnson, Lowell & Arlene Johnson and Steve Campbell

Call to Order: 7:05 pm

Approval of Minutes: A motion was made by Marcus, (2nd by Susan) and unanimously approved to accept the minutes of the June 18, 2013 meeting as written.

Introduction of New Meeting Format: Susan Shamp introduced the new board meeting format. Meetings in the past have been casual and community members have been invited to participate. The board feels it is time to bring more structure to the meetings. The board will develop each meeting's agenda and owners are invited to bring constructive feedback during the open forum session at the end of the meeting upon which time each owner will be provided 3 minutes to speak.

Financial Report: The board reviewed the June 30th financial reports including cash balances, receivables, liabilities, net income and budget to actual numbers. June is the one month of the year that the association reports net income as association dues are owing on June 1st Best Management is pursuing collection of the outstanding dues balances.

Landscaping Update: Tabled as John Reeves, landscape liaison was not in attendance.

ACC (Architectural Control Committee) Update: Owners are reminded that modifications to yards, painting and exterior modifications to homes and installation of outdoor structures require application to and approval by the Montaine ACC before projects are begun. There are currently 7 open ACC requests.

Eric Baker of the ACC suggested a review and standardization of the current application form. Additional information may be useful in the decision making process.

Communications Practices Proposal Update: Susan presented a summarized list of communication practices in the form of a proposal for the boards adoption. This proposal is intended to clarify communication practices in order to foster open and respectful dialogue on important and relevant community topics including:

- Board meetings: The Role of Homeowners at the meetings as observers, proposal of agenda items, open forum session, availability of meeting minutes and board opinions/responses to Homeowner requests

- **Communication Vehicles:** Montaine Community website postings which have already been set up and direct email are proposed to minimize expenses and U.S. Postal Mail when required by the CC&R's
- **Homeowner Concerns:** Board encourages direct or written communication and the community website (www.montaineataldarra.com) is an additional option.
- **Community E-Newsletter:** Some Homeowners have expressed desire to receive communication via a newsletter format. The Board's designation of a Communications Committee to distribute a quarterly newsletter is recommended. The Board will further review this proposal before making a decision on its content.

Board Decision Making Process: Marcus read a letter written by Nathan Rau explaining the board's decision making process which includes following the governing documents, (Declaration of CC&R's, Bylaws and Rules and Regulations). Interpretation of these documents may vary amongst Homeowners.

- **Resident Survey:** The Board feels it's important to gain a pulse on the community. A community wide survey will allow Homeowners who've not been able to attend recent HOA and Board meetings to provide feedback on the topics they feel are important to the success of the community. A survey committee was approved by the Board to jointly draft a survey to be mailed to all Homeowners by 7/31. The draft survey was discussed with feedback supplied by residents at the meeting. The surveys will be verifiable and homeowners will be allowed 3 weeks' time to complete and return the surveys

New Business:

Questions & Comments from Owners in attendance:

1. **Texting:** Bob Foster suggested that texting via the community website may be an option for quick communication in emergency situations- make the msg. short but to the point
2. **Welcome Letter sent to new Owners:** Shelley Rankin suggested the welcome letter sent to new Owners should be reviewed for completeness. It should point out the community website, important highlights of the governing documents (which many Owners don't receive at escrow and the Neighborhood Watch program.
3. **Community Management Co.:** A suggestion was made that more information be provided about the tasks of the Community Manager and the management company in general. A homeowner reported that he and several homeowners observed the Community Manager as she drove through the community on her last inspection and raised concerns with how duties were performed.
4. **Transparency:** Steve Campbell requested that there be more transparency in the board's activity.
5. **Survey Suggestions:**
 - Karen Raines suggested that the deadline of the survey be the U.S. P.S. postmark date.

- Shelley Renning suggested that the survey content be specific enough to be able to take action on.
- 6. **Landscaping of Hillside bordering S.E. Duthie Hill Rd.:** Karen Raines asked if funds have been earmarked in the landscaping budget for the care of this area. The Board responded that the 2013/14 Annual Operating Budget was ratified last May and although there is no specific line item for this area, Rich's is working on cleaning up the area under the current landscaping contract.
- 7. **Playground Equipment Maintenance:** Bob Foster reported that the playground swings are in good shape. He pressure washed the benches which need some sanding and shellacking. These minor repairs could make the equipment last a couple of more years with exception of the large play structure in the soccer park where the wood is significantly worn/damaged.
Shelley has a playground rep contact that may be able to provide replacement cost quotes for the existing equipment. A suggestion was made to identify a point person or committee to lead efforts in planning for replacement of playground equipment.
- 8. **Community Lighting:** Homeowners are encouraged to keep their driveway and house lighting on after dark as safety precautions. Bob Foster volunteered to check Homeowners light fixture sensors for operability.
- 9. **Increase No. of Board Members:** Shelley suggested the Board be increased to 5 members from the current number of 4 to ease some of the workload. It was also suggested that use of committees may help further this purpose as well.
- 10. **Dividing Community into Districts:** Arlene Johnson suggested the community be divided into districts as she feels Homeowners have different experiences than others based upon the location of their home.
- 11. **Board Member Requirements:** Karen Raines suggested since there will be an open board position with the annual Homeowners Assoc. meeting in the Fall, that the requirements to be and duties of a board member be posted on the website.

Adjournment:

There being no further business, a motion was made by Marcus, (2nd by Susan) and unanimously approved to adjourn at 8:50P.M.

The next Board meeting date and time is scheduled for August and will be posted on the community website: www.montaineataldarra.com