

## **Roudebush Farms POA Board Meeting Agenda December 11, 2011**

### **Members in Attendance:**

Emily Martin, Sara Carrington, Jennifer Hanna

- I. Treasurer's update
  - a. All financial materials turned over to KM week of December 11, 2011
  - b. Will have treasurer's report next month
  - c. Emily to send lien releases for 2 properties
- II. Management Company
  - a. Took over December 1, 2011
  - b. Have all documentation they need
  - c. Sending welcome, dues and Board nomination requests in December
  - d. There will be a link to the electronic dues payment site through the RF site
  - e. Dues due 1/31
  - f. Sara to follow up
- III. Common Area Maintenance
  - a. KM came out and fixed the light, and did drive through of all lights
  - b. If your light is in need of repair, please contact the board
  - c. Playground equipment fire – 12/3
  - d. KM working with Recreation Unlimited for quote on new tunnel
  - e. Tunnel is taped off until it can be replaced
  - f. Fire department came
  - g. If anyone has information on who did it, please contact PD
  - h. Emily to send email to residents re: fire
  - i. As winter approaches, residents need to watch their kids on the ponds
- IV. Communications Committee update
  - a. The volunteer manning the website has asked to be paid. Emily to follow up.
  - b. Website recently updated
- V. Pool Committee update
  - a. KM will also be managing pool cards this season
  - b. Lawsuit – Bob, Janet and Emily going to court 12/22
- VI. Other
  - a. Next meetings: Jan 8, March 4
  - b. Annual meeting – February 12 at 2:00pm
  - c. Jenn to call library and reserve for annual meeting
  - d. PO box has been closed
  - e. All correspondence should be sent directly to KM
  - f. Would like to budget for Christmas decorations for entrances next year