

Roudebush Farms POA Board Meeting Minutes
April 11, 2010

Members in Attendance:

Bob Anderson - President

Emily Martin – Vice President

Janet Condry - Treasurer

Sara Carrington – Secretary/Member at Large

- Lot 43 (Emily) architectural request to paint garage doors, landscape, install hot tub approved
- Meeting Minutes for 3/14/10 approved with the following change:
 - Chris Wood = Chris Werth
- Insurance – Woods wants to be on our insurance policy. They have no insurable interest on our policy. Not approved. Pool insurance SHOULD be on a separate policy from Woods and Farms individual policies. Bob will work on this issue. Still need copy of FULL Woods policy, not just declarations page. Bob to obtain full copy.
- Signs – Pond signs are up. Park signs are up. No soliciting signs will go up soon.
- Park Benches and trashcans – Will be installed next weekend.
- Entity registration w/ secretary of state's office – Per Bob, can't do anything until June 2010.
- Non-profit status – Dead end. Will not apply.
- Meeting Date List – Posted to website.
- Responsibilities List – Bob thinks Janet should manage Master List. Approved Sara to send Janet Master List.
- Pool packet – When will we receive packet from Woods? Date is unclear. Bob and Renee Reks to work on this issue. When received, will post on website and mention in newsletter (referring to website).
- Newsletter – Great job Emily and communications committee!
- Amendment to By-Laws – Bob confirmed that Chris Werth did file amendment.
- Past due dues – Emily working with Bank of America to recover if possible.
 - Two property owners have missed their 3/31 payment plan
- Budget/Bill Review – Following reports supplied by Janet to Bob and Emily:
 - Dues report
 - Income & Expense report
 - Weekly deposit
 - Overall, the budget looks good. We'll be good if we are able to collect from the banks.
- Landscaping – Contract says they will mow twice in April. Janet to call regarding when they will start.
- Park – Front park is a mess, lots of water bottles, pop cans, etc. Bob to talk with his kids about setting a good example for the other kids in the neighborhood.

- Pool – Janet has reviewed the pool management contract. Pool is open 14 weeks this year, rather than 15 weeks. 6.66% less time open. Contract went up 8%. \$38,134.00 contract signed by Woods.
 - Janet to write letter regarding party fees and lifeguard rebate money, copies of all pool management bids, we will not sign the contract, and they need to void the current contract they signed without our permission. Will send to all for approval before she sends.
 - Did we get list of pool card numbers? Bob has it. Will email to Janet.
 - Did we get pool checks? No. She's on vacation.
 - Pool repairs – Per Woods, repairmen coming out in the next few weeks. We would like to see and approve bids before it is repaired.
 - Can we have lifeguards take a headcount once per hour so that we can use the data to determine pool hours for next year?
 - Pool hour schedule needs to match the total hours on the contract. Currently, we are short hours.
- Board size
 - Discussion held regarding adding two additional board members, as allowed in by-laws.
 - Per Bob, this does not change insurance if they two members are Members-At-Large
 - Decision was made to add two additional members at the next election.
 - Issue of how to manage voting was brought up. Tabled until Fall.
- Community Day
 - Scheduled for April 24th, 10am to 12pm
 - Rain Day alternate is May 1
 - Janet suggested holding a cookout for volunteers at 1pm
 - Plan to meet at North and South parks, and then divvy up tasks such as cleaning parks, weeding and mulching park areas.
 - Announcement will be posted on website.
 - Emily working on a flier. Janet volunteered her grandchildren to distribute the week before.
 - Emily and Janet to work out the details such as who will be in charge at each park.
 - A request was made for a neighborhood garage sale. Emily proposed we hold one in conjunction with local church on April 30/May 1.
- Frank Welder
 - Has requested to plant trees in the common area around the South pond behind Lot 98 per the developer's original neighborhood plans. Will pay for out of his own pocket as it appears developer does not plan to complete this.
 - Verbal request approved. Bob to talk to Frank about filling out architectural form for official approval.
- Website email – Bob recommends that all board members be copied on all emails. Only the assigned member will respond, but all members should be aware.
- Communications Committee
 - Reorganized website a bit to make more user friendly. Looks good!

- Architectural Committee
 - Per Janet, approval of requests is currently taking longer than the 7 days required in our by-laws. The current process of approval by committee is not working.
 - Janet will be taking over leadership of the architectural request approvals. All requests will go through her. Emily to have website updated with Janet's name.
 - Discussion held on whether it is beneficial to have the entire committee discuss and approve every request. May be more efficient to have Janet and one other committee member review and approve requests that adhere to the by-laws. Any requests that are questionable can be discussed by the larger group.
 - We need to remind homeowners that they must submit 2 copies of the request form. If only one copy is submitted, they will not receive an approved copy back for their records. Requests must be mailed or physically delivered. No electronic copies will be permitted.
- Meeting adjourned.