

ROWLEY DOWNS HOMEOWNERS ASSOCIATION

Board of Directors Meeting Minutes

February 10th, 2014

Location: Monroe Hall

Time: 7:00PM

Board Members Present:

Michael Roueche, President

Albert Thompson, Treasurer

Valerie Gill, Secretary

Claydene Hodge, Director at Large

Warren Brinker, Vice President

Board Members Absent:

Management Representative:

Danny Pruett, RealManage

- I. **Call to Order:** The meeting was called to order at 7:00PM
- II. **Consent Agenda**
 - a. Motion to approve the minutes dated **1/8/14** **(MSP/Unanimous)**
- III. **Review Items**
 - a. Review un-audited financials as of **12/31/13** **(REVIEWED)**
 - i. Association ended 2013 with a slight surplus due to insurance proceeds received. Vendor did not invoice for work until 2014.
 - ii. Assessment Allocation Transfer of **\$3499** will be deposited into Champion Bank account.
- IV. **Action Items**
 - a. Motion to approve **\$135** in late fee waivers for account R0180766L0162083 once all past due assessments are paid. **(MSP/Unanimous)**
 - b. Motion to approve **\$75** in late fee waivers for account R0180823L0162140 once all past due assessments are paid. **(MSP/Unanimous)**
 - c. Motion to approve renewing the landscaping contract with The Brickman Group for two years at **\$36,660.00** annually with the stipulation that if the account manager changes the Board of Directors can reevaluate the contract. **(MSP/Unanimous)**
- V. **Discussion Items**
 - a. **2014 Collection Policy Administrative Fee** – Board of Directors requested that RealManage waive the **\$500** fee associated with the change in legislation. Manager Pruett will present request to supervisors.
 - b. **Trash Contracts** – Board requested that Manager Pruett inform Waste Management that their proposal is rejected. Board would like some additional information from Haulaway on included services. What does their clean-up day entail?
 - c. **Survey** – Board agreed to add question regarding trash providers and current monthly rates.
 - d. **Newsletter** – Board would like newsletter to be sent out with survey. Newsletter to include information on the Xcel Energy project, results of the election and a thank you to former Board Member Steve Andrews.
 - e. **Emerald Ashe Borer** – Arborists have indicated that spraying is not currently necessary but situation should be monitored. Landscape Committee will walk with The Brickman Landscaping arborist to determine which trees in the community are of high priority.
 - f. **March Meeting** – Due to scheduling issues the Board will move March Meeting to March 12th, 2014 at 7:00PM.
 - g. **Ballfield Grass** – Board wants to look into overseeding grass area with a low maintenance grass. Manager Pruett to ask landscaper for recommendations.
 - h. **Xcel Energy Project** – President Roueche will contact the mayor for The Town of Parker to inquire about the project and the town's position and plans related to it.
- VI. **Adjournment** – The meeting was adjourned at 8:20PM