

# Emerald Valley West HOA Board Minutes

Date/Time: Tuesday 12/5/2023 @7:00PM

Attendees: Daniel Mills, Kirk Garner, Dave Stainsby

Guest Attendees: Lori Eichelberger, Kaelene Spence

Meeting Called to Order: \_\_7:08PM\_ at Dave's house

Approval of Minutes: Done via email

Meeting Adjourned: \_\_9:03PM\_\_

## Agenda:

- Financials Review (Budget, Cash Flow, A/R)
  - Savings Account Balance = \$22,613
  - Checking Account Balance = \$39,472
  - A/R Balance = \$695
  - No liens, No warning letters issued.
  - Reviewed NOV Actual vs. BUDGET
  - YTD Actual vs. BUDGET
  - NOV to LY Comparison
  - YTD to LY Comparison
- 2024 Budget Planning
  - Major expenses discussed briefly
  - Dave to contact bookkeeper about getting FY22 and FY23 numbers to build it up himself
  - Lori mentioned that it took months to get it from bookkeeper last year
  - Board agrees to doing a working session to build up the budget
  - Dave to schedule a day for Board to do this work
  - Kirk brought up Legal Fees as something we may need to Budget for
- Water Fountains Action Items Progress Check
  - Lori explained again what's wrong with fountains
  - Board was given additional time to find competing bids.
  - No other vendor submitted a bid
  - Dan and Kirk wanted a labor guarantee of work added to the fountain repair bid before approving.
  - BOARD VOTE = Voted 3-0 to approve the \$12,000 bid and up to an additional \$2,000 for any overage as long as guarantee was written into the bid.
  - Work to be completed in the months of January or February
- Audit Update
  - Dave still communicating with Auditor.
  - Communications are extremely slow and delayed
  - Draft is scheduled to be provide by 12/15
  - Additional \$190 has been paid to Bookkeeper for extraneous and unplanned expenses with the Audit and Financial Reviews
  - Dave will follow up with Auditor and Bookkeeper when he gets back from Holiday on Jan 2<sup>nd</sup>.

- Neighborhood Appointees
  - Dave led general discussion about finding neighbors to support/help by volunteering on committees
  - Committees should be less time consuming and very little to no responsibility
  - Kaelene and Dan really like this idea. So does Kirk.
  - Next Steps: Board needs to identify what committees do we need and then how to go about raising awareness and getting support
- Bookkeeper performance
  - This was brought to the attention of the Board by resident Bob King.
  - Through the Audit Review and Bob's own personal review of the HOA financials, we are not receiving 100% accurate information from the bookkeeper.
  - Dave agrees that some of the delays in the Audit process have been due to the bookkeeper's outdated software, files being physically located away from his office and lack of HOA management
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- Member Complaints/Communications
  - One resident did send Dave an email expressing their concern that the fountains weren't on.
  - No other resident complaints were reported
  - Guest Speaker Kaelene Spence
    - Followed up on facebook page communications
    - Kaelene assured the Board that it was not being operated as a Board communication tool, but rather just a communication tool for fellow neighbors to stay in communication with each other.
    - Kaelene asked Dave to send her the Welcome letter because she thought some important information was missing.
- Sunday Drive Communication
  - ARC Committee letter was rebuffed by Pliska Investments.
  - Lori expressly opposed the suggestion of wrought iron only fence.
  - Dave states the way the Agreement is written, we will need Legal Counsel advice
  - Kirk is concerned that Pliska Investments isn't adhering to the ARC Committee letter
  - Lori suggests we seek legal counsel and get confirmation of next steps.
  - BOARD VOTE = 3-0 to approve up to \$12,000 to get legal counsel to review ARC letter and enforceability.
- Meeting Adjourned = \_\_9:03\_PM