

The Reserve HOA
DRAFT Board Meeting Minutes

May 26, 2021

Location: ZOOM

Present: President, Ward Nelson
 President Pro Tem, Jim Morriss
 Treasurer, Alan Groesbeck
 Secretary, Tom Dority
 At Large, Marlys Polson

Absent, excused: none

Others present: Lynn Weisenrieder, Emeritus

Ward called the meeting to order at 10:03 a.m.

All members were present. There were no changes to the proposed agenda.

President's Report

Ward updated the Board on progress of new neighbors and new home construction.

Tom & Anna Leigh have moved in at lot 30 and will be talking further with Lynn about their plans for landscape, fencing and a possible shed.

The Kennedy house (lot 29) was sold and the family of Tom Roth is moving in.

The Andersons' (lot 12) exterior colors and materials received final approval from ACC.

The Bennets (lot 13) are working with the ACC about adding a fence to their property.

Jim suggested that, with continual sales and alterations, the Board may still want to send to all homeowners the letter that Rod Unruh suggested. That would inform all owners about when and why these circumstances require a review of new plans and approval by the ACC. Ward will draft the letter with Rod and have it emailed to all homeowners.

Ward also recommended that the ACC still require two copies of the original plans for each new home-builder or for alterations, but the plans for completed homes need not be retained. Jim recommended adopting a retention policy that would require the ACC, upon occupancy, to offer to return the second copy of plans to the owners, with deadline, or else they would be destroyed.

Secretary's Report

Minutes from the March 3, 2021, Board Meeting were approved with corrections by motion of Jim, seconded by Alan, all in favor.

In answer to Ward's question about documents held by the Secretary that should be retained and those to be placed on the public website. Tom suggested that Board minutes and Annual Meeting minutes plus changes to By Laws should be available. Tom and Marlys recommended that all Board minutes and Annual Meeting minutes be retained off line, and perhaps only 5 years' on line. Ward indicated that he has copies of the Board policies that perhaps should be moved on line for homeowners. Between Marlys and Tom's tenures as Secretary, these documents are available beginning with 2004, when the Reserve HOA accepted control from the developer. Marlys and Tom will send PDF versions (if feasible) of those documents to Ward for central retention and/or the website.

Treasurer's Report

Alan delivered the financial statements as of May 26, 2021. There are no unusual or unbudgeted items of expense or revenue. He explained that ample reserve cash is available for such projects as cul de sac landscaping. He suggested that all annual tax returns and all annual financial statements be retained permanently on line in accordance with our Document Retention and Destruction Policy and that other detailed accounting and bank records be maintained under the Policy, which generally would be for 7 years.

Alan returned to an earlier issue about whether idle funds should be segregated in separate reserve and operating accounts. He explained that there is no statutory or regulatory requirement to segregate funds. As requested at the March 3 meeting, Alan proposed that the By-Laws be amended to read "...reserve funds of the Association shall be segregated in the accounting records. Idle funds of the Association shall be prudently invested as the Executive Board decides". Tom moved, seconded by Marlys, all in favor, that the By-Laws be revised with this language at Article 6.8. Tom will provide revised By-Laws to the Board.

Board members requested that the homeowners be apprised of the amendment now made in the By-Laws regarding the accounting for idle funds in reserve.

Old Business

Ward pointed out that, for the ACC guidelines, fences are defined in somewhat flexible terms subject to the discretion of the ACC. Others questioned whether the guidelines should be more exact. Ward referred to the two distinct definitions as either "protective" or "privacy" fences and with the further guidelines for materials, size and placement, this is sufficient now to allow the ACC discretion.

Further, regarding ACC Guidelines, Board members questioned whether sheds were clearly restricted. The current terms contemplate playhouses, green houses, etc.. After discussion, Ward concluded that sheds should be listed with the others, with a requirement that any of these must be approved by the ACC. Detached garages are treated clearly and separately. Ward will present amended Guidelines at the next Board meeting.

Ward returned to a discussion of landscaping each cul de sac beyond the large stones placed last year. Board members suggested that Joan Sapp be consulted about robust plants and flowers suitable for these placements. She may also advise whether the soil and moisture will be able to support such a landscape. Lynn proposed that a budget of \$2,400 be presented to Joan in order to gain a realistic idea about affordable landscapes, soil and water. Lynn and Ward will bring a potential landscape plan for the Board to consider at the next Board meeting.

Ward also returned to a discussion of preserving the fence posts at the berms. Weather has been unpredictable for painting. Marlys offered to confer with the painter she has used (Tom Shaeffer) in order to find a lasting product that can be applied by a homeowners' crew this summer.

New Business

Lynn mentioned that the annual HOA picnic is being planned by Sherri Unruh and is "under control" for August.

Alan reminded Board members that insurance coverage for homeowner crews on HOA projects is fully in effect through August of 2021.

Adjournment

Ward adjourned the meeting at 11:03 a.m.

Unless the time or place is changed and announced during the year, the HOA Executive Board will meet at the following days and places:

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| May | 26 | Zoom |
| August | 4 | Zoom |
| October | 14 or 21 | Annual Mtg. |
| November | 3 | Zoom |