Minutes of the HOA Annual Meeting

June 18, 2013

22 property owners attended the meeting in person. 23 property owners were represented by proxy. A total of 45 properties were represented at the meeting. 34 of the 68 properties were needed for a quorum to conduct business. A quorum being present the meeting was called to order.

Introductory announcements:

* John Koon will maintain the HOA website even though he and Leann no longer live in our subdivision. If you see them, please thank him.
* The sheep are now grazing in the commons areas. Please thank those who agreed to provide water for them.

**AGENDA:**

Sourdough Fire Department presentations:

* **Jason*:*** *Wild land/urban environments and wild fires – ways to* help prevent fires from damaging your home.
	+ Maintain your properties: mow lawns and keep them green; have a 30’ barrier of a well-maintained lawn around your house
	+ Prevent embers from a nearby fire causing damage to your property by:
		- Creating a space 3’ from your house that has no plants or has ornamental plants which are low and not highly flammable.
		- Cleaning out gutters
		- Installing fire-resistant roofs

*The fire department would be happy to come and walk around an individual property or the entire subdivision upon request and give advice on fire prevention.*

*Web sites:* [www.sourdoughfire.com](http://www.sourdoughfire.com) and www.readygallatin.com

* **Brian**: Acting fire chief
	+ Went over the pre-wildfire plan they fire department develops each year
	+ Talked about Knox Boxes:
		- Installed on the outside of a home
		- Have a house key inside that only the fire department has access to in case of an emergency.
		- The cost of a basic one is ~$255.
		- The fire department has order forms available.

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Financial Safeguards

**Nick**: the following are done to prevent financial mismanagement:

* No check can be issued unless signed by 2 people.
* When the financial records were transferred from one treasurer to another [Jean to Larry], 2 HOA members did a review of the records and found them to be in order.
* The “books” are closed at the end of each fiscal year and are available for inspection by HOA members.
* The “books” are available online and any HOA board member can view them.

Budget

**Larry:**  he has a 3-ring binder that summarizes the financial records… checks, CD’s etc.; this is available for perusal by any HOA member.

* The fiscal year now ends on April 30 which is the same as that of the IRS.
* He reviewed of last year’s budget.
* He went over the proposed budget for this year

*Question: Why is there $2700 proposed for pond maintenance?*

**Jim/Nick:** This may be excessive but since the pond has involved high costs over past 2 years, the board wants to ensure there is enough to cover expenses including those for employing an environmental consultant and employing a company to do a “pump test”. The pond is now usable and stable. Once the board has more information on annual costs, it will adjust them accordingly in future budgets.

\*\* Jane Hoskins took over while I counted ballots; these are her notes:

Vote on approval of the 2013 budget: Tom made the motion to accept it; Al seconded it. The vote of those present: 21 yes; 1 no. Proxy votes: Frank [7]- yes; Nick [6] – yes; Robin [4] – yes; Jim [3] – yes; Jean [3] – yes; **Total**: 44 yes; 1 no.

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A discussion followed concerning the special assessment, annual assessment [dues], empty lots, and covenant changes; comments included:

* The special assessment and annual assessment funds should be separate
* The special assessment should be called a “reserve” which would negate the need for a special assessment.
* People owning lots shouldn’t have to pay for snow removal, roads, etc.
* The reason for changing the covenants was for road maintenance.

Nick will consult the attorney about these matters.

Carol and Virginia counted the votes for covenant changes: both passed. 46 yes votes were needed for each. Change #1 had 54 yes votes and 4 no votes; change #2 had 55 yes votes and 2 no votes.

Change #1 removed the exemption undeveloped properties enjoyed from paying the HOA assessments. Undeveloped properties are now subject to all assessments levied by the HOA.

Change #2 made clearer fiscal management, reporting and accounting practices for all levied assessments as well as allowing the HOA to save money for future capital expenditures.

Status of Junk Cars: A home owner had complained of what appeared to be a junk car on lot#19.

**Nick:**

* He had a telephone conversation with the owner and followed up the conversation with a letter to the owners in which he asked them to move the car to the driveway or the garage. As of the annual meeting he has received no further communication.
* He will send another letter.
* The county does have regulations about junk cars and the HOA board will contact it.

Culverts

**Frank:**

* Each driveway must have a culvert that is open ended to allow water to pass through and run away from the street. Engineers he has talked to indicate this is to protect the base of the street and maintain its integrity.
* He has walked the entire neighborhood and noted which homeowners have closed culverts.
* He will talk with them first and then follow up with a letter to each.

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Garage Sale

**Robin**

* Determined there is interest in having a “subdivision garage sale”; one day only from 8 – 1.
* The date will be determined later [**not** the end of August per request].

Neighborhood Watch

**Jim:** He gave a brief outline of benefits of a neighborhood watch with additional comments from Frank. Members of the subdivision showed little interest at this time. However, Jim will continue to do research on what is involved.

Additional Agenda Items

Phyllis asked if it would be prudent to add additional sheep in the commons areas; she was concerned that the weeds would “go to seed” before the sheep finished.

Jane Hoskins said the irrigation ditch next to her property had not been cleaned yet this year, and

Dave Kraft, the farmer, had indicated he would do this.

Norm asked that two street signs be replaced….on Rodeo Court and Sir Arthur Drive.

*Nick indicated he and the board would follow up on all items.*

MISC:

* The date of June 17, 2014 was set for next year’s meeting.
* Ed will help Nick put up new street signs.
* Ed, Robin, Dan, Bob, and Frank will help Nick cut the grass next to the fire pond.
* Members approved the following for the HOA board:
	+ President - Nick Hether
	+ Vice President – Lynn Dunnington
	+ Secretary – Suzanne Lucas
	+ Treasurer – Larry Biladeau
	+ Members at Large – Jim Doe; Kirk Hogan; Frank Manseau
* A motion was made by Don Wessol and seconded by Al Banwart that the dues for next year will be $525; it was passed with 36 for and 9 against.

The meeting was adjourned when no additional business was raised.