

# HVPOA Board of Trustees Meeting Minutes

Friday, September 21, 2012 Mt. Pleasant City Hall 6:30 pm

## Call to Order and Welcome

President Randy Hill called the meeting to order @ 6:45 pm

Visitors were welcomed and included Tom and Graciela Meyer, Terry Holzworth, Vicki Hill and Vik Arnold.

## Roll Call

Board members present included Beverly Winters, Boyd Williams and Randy Hill. A quorum is present.

## Agenda approval or changes

Motion to accept: Boyd made a motion to accept the agenda, seconded by Bev and passed unanimously.

## Approval of minutes

Those in attendance read over minutes.

Motion to approve: Randy made a motion to approve the minutes, seconded by Boyd and passed unanimously.

## President's Statement

Randy thanked all those who attended the August meeting, and stated his goal is to have the Association members' accounts squared away by March, 2013.

Tom Meyer asked how this will be accomplished, to which Randy responded he believes an audit of some sort will be necessary.

## Treasurer's Report

Randy reported some road maintenance expenses and a balance of \$71,883.54. Terry Holzworth requested that in the future a more complete report be available that includes both expenses and income. Randy acknowledged the limited report, and pointed out that he was not able to obtain a full report from Roy Walker.

## Appointment of new Trustee

Bev nominated Vik Arnold, who was then asked to speak as to his qualifications and interests.

Vik mentioned that he is a retired educator and a part-time resident, and that he would be willing to serve at least until the next regularly scheduled election.

Randy made a motion to appoint Vik to serve on the Board and act as Secretary until the next election, seconded by Boyd and passed unanimously.

## Appointment of Treasurer

In light of the action taken last month to remove Roy Walker as Treasurer, Randy

motioned that Bev Winters be appointed to serve as Treasurer. Seconded by Boyd and passed unanimously.

### Old Business

#### Delinquent accounts update

Randy will look into the status of three delinquent accounts where the property has been sold

There are three accounts where the owners are paying more than the agreed upon amount, and one account where the owner is paying less than the minimum.

#### Review of Road Maintenance and Signs

The sign anchors have been purchased. However, the road crew is busy working on the roads and is also clearing brush for some of our elderly or disabled neighbors. So, they have no time to set anchors.

Proposal: Randy suggests that we buy 57 bags of post mix, rent an auger for the day, seek volunteers and do the work ourselves. The proposal will be discussed and voted upon at the next members meeting. (Note: we have been advised by Kent Higgins that we have a legal obligation to have street signs in place for emergencies).

#### Audit proposal

After a long discussion concerning the financial procedures, record keeping and inconsistencies over the past few years, the Board is convinced that a full audit of the HVPOA books should be conducted by a licensed and professional auditor. According to the Reserve Account analysis shared at last meeting, HVPOA is not required to keep a Reserve Account. These Budgeted funds could be used to pay part of an audit.

Data discs have been received from Shelly Marshall, Christy Ingalls, Tom LaFevre and our accountant, Connie Roper. Records still need to be obtained from Cliff Johnson and Roy Walker, and hopefully with all these records, an auditor can reconcile the members' accounts and give us a clean and accurate balance.

Motion by Randy to add wording to the ballot: "Funds shall be provided to cover the expenses for a licensed and professional auditor to reconcile the HVPOA accounts and make recommendations for future procedures." seconded by Boyd and passed unanimously.

#### Weed Control Committee

No report from committee. Tabled until next meeting.

#### Website update

Shelly Marshall has given Randy the website password. Randy is attempting to work on it.

Discussion of having “links” to other sites on our website was tabled.

### New Business

#### Road Maintenance

Signs were discussed under Old Business.

Boyd and Randy will work together to get some culverts up above Storm Mt. cleared.

#### Invoices received

An invoice for \$29,025 was received from Tom Crisp for road work done on main loop road. Boyd made a motion to pay the invoice, seconded by Bev, passed unanimously.

A member has requested a refund for an apparent overpayment. Randy made a motion to research the claim and refund the overpayment if it is accurate.

Seconded by Boyd and Motion passed 3-1, with Bev voting Nay.

#### Removal from the Board

Randy made a motion: “To remove Roy Walker as a Board member based on his behavior towards other members”. Seconded by Boyd, Passed 3-1, with Vik abstaining. Wording to be added to the ballot.

#### Ballot wording

1. The Board of Trustees proposes that the members approve the Revised Budget for 2012-2013. Based on the increased revenue from collection of past due assessments. Please see the Newsletter for a detailed account of proposed changes.

2. The Board of Trustees has appointed Vic Arnold to replace Don Biery who has resigned. A vote to approve this action will approve this appointment to be effective until the Annual Meeting of the Members in April 2013. This term expires in April 2014.

3. To remove Roy Walker as a Trustee on the Board of Trustees based on his inappropriate conduct towards other members and business professionals.

#### Liaison to our Law Firm

Randy has sent a letter to Peter H Harrison, making it clear that only the current president of HVPOA is authorized to make contact with the Firm on behalf of the Association. Liability Waiver, not covered under our insurance, Randy will talk to our attorney about this.

#### Newsletter, mailing and addresses

Vik will assist Randy with Newsletter by providing a summary of highlights, Bev will provide financials. Input due by Friday, Sept 28.

### Water run off, Shelly's culvert and Well in common area

Shelly's issue has been resolved. Boyd and Randy will take care of the run off problem at Tim Mulk's.

The hydrant near the Pavilion is spring fed, and the spring is dry. There is nothing that can be done about it.

### Roy Walker's records

\$300.00 as per receipt still not received. Who is paying his lawyer's fees?

Since no bill has been received from attorney, no action needed at this time.

Vik will assist Randy in drafting a letter written to Roy requesting that he submit both HVPOA records he has in his possession along with the \$300.00 collected from Kenny Leischman for dues assessment as per receipt.

### Treasurers Concerns

Discuss buying Quickbooks program for the Association

Bev has been authorized to purchase Quickbooks, no vote required for this action.

Boyd will give Bev a key to the HVPOA mailbox so she can access mail and payments. He will also transfer the Association's computer to Bev for her use.

(Additional item): Issue of "credits" given to Association members

After much discussion regarding the problems associated with credits being given to members for services rendered, the following motion was made by Vik and seconded by Randy:

Motion: In the future, "credits" for services rendered to the Association by members will be discontinued. Services will be paid for by check just as they are paid to others with whom we contract for services. Motion passed unanimously.

### Members' Concerns and Suggestions

On behalf of Debbie Gubler, Graciela asked if the historic building south of the Pavilion could be secured and propped up before it falls over. The Board will attempt to contact the owner of the property and ask about it.

Again from Debbie Gubler via Graciela, is there anything that can be done about all the abandoned vehicles that litter HV? Concern over safety. The Board will add this to its "To Do" list.

Graciela asked what procedure will be used for counting ballots in the future? She agreed to write up the procedure used in the last vote, and this procedure will be tested again in the October Members meeting.

Bev asked if we could establish a HVPOA Beautification Committee. No action was taken.

### Closing Comments

None

Meeting adjourned at 9:34 pm

Next Meeting

Saturday, October 27<sup>th</sup> at the Mt. Pleasant City Hall following the Members meeting at 10:00 am.

## APPROVAL

The HVPOA Board of Trustees Meeting Minutes of their Regular Meeting, September 21, 2012, 6:30 pm.

Held at the Mt. Pleasant City Hall were approved and certified by the Board of Trustees at the Meeting dated \_\_\_\_\_ on a motion by \_\_\_\_\_ and seconded by \_\_\_\_\_.

With a vote of \_\_\_\_\_ to \_\_\_\_\_.

Trustees Verification:

President \_\_\_\_\_

Vice President \_\_\_\_\_

Treasurer \_\_\_\_\_

Secretary \_\_\_\_\_

Trustee \_\_\_\_\_

Date \_\_\_\_\_