

## Bolin Forest Phase II Homeowners' Association

Minutes of the Board of Directors meeting, Tuesday, May 10th, 2005, 7:30 pm

Board members present- Cliff Haac, Hope Wyss, Gary Giles, Cameron Binnie.

Absent- John Rintoul

Additional homeowners present: None

### Minutes

Cliff made a motion to accept the minutes of the April Board meeting. Cameron seconded. The motion was approved 4-0.

### Insurance

Hope reported that the check for the new insurance policy has cleared. She is hopeful that a policy will now be forwarded by Nationwide.

### Spring workday

A workday was held on Saturday, April 30<sup>th</sup>. Major clearing was begun for a nature trail. Jock Wick will follow up with plant labeling in the area. A number of clean-up activities were carried out at the end of Bolin Creek Drive, including removal of poison ivy, removal of some railroad ties and a rotten bridge was discarded. The volleyball area, playground and horseshoe pits were also cleaned up. Thank you to all who participated.

### Block party

Arrangements for the block party set for Saturday, June 11<sup>th</sup> are continuing. A petition to authorize blocking of traffic for the few hours of the party (3-7 pm) is being circulated. Paul Wyss and Dan Schmidt are coordinating music. Meg is working with the neighborhood kids on bigger kids games. Nell is coordinating with the Coles on tables. Grey is working on little kids games. Hope is working on getting the petition signed.

### Posting the HOA budget on the website

Each year at the annual meeting the homeowners are given a summary of how the Board has spent the homeowners' association dues. Before that, each spring, the Board plans the budget for the year. The Board wants to make sure this information is available to homeowners, however some Board members are uncomfortable about simply posting it on the website. During discussion of this item it was reported that the Southern Village HOA posts its budget on the web. In contrast, the Meadowmont HOA has a website that requires a password.

Hope made a motion: when the budget is generated a note will be placed on the website providing a link to her email address. Interested homeowners can then request a copy of the budget. Cliff seconded. The motion was approved 4-0.

### Treasurer's report

The Association has \$4550.97 in the bank.

### Collection of Overdue Homeowners Dues

The procedure for contacting homeowners in cases of failure to pay homeowner's dues is being developed. At present, the procedure being considered for implementation as follows:

When dues are late one month, the Treasurer will email the homeowner requesting payment. In cases of financial hardship a payment plan can be arranged.

At two months the Treasurer will make a phone call to the homeowner.

At three months the President will make a phone call to the homeowner.

At four months a registered letter will be sent to the homeowner indicating that, as empowered by The Covenants an 8% interest penalty will be charged in addition to the late dues if payment or a payment plan is not made within 30 days from the date of the letter.

At one year a registered letter will be sent to the homeowner indicating that a lien will be made on the property in the amount of the overdue charge if payment or a payment plan is not made within 30 days from the date of the letter. After the 30 days, a final registered letter will be sent notifying the homeowner that the Claim of Lien has been filed with the Record of Deeds office.

There was difference of opinion within the Board about whether this is the most appropriate course of action. In the interest of having input from the full Board, discussion will be continued at the next Board meeting.

#### Future Board meeting dates

The planned dates for future Board meetings in 2005 will be listed on the HOA website. Cameron will circulate a list of proposed dates and location to Board members. When these are finalized they will be posted on the website.

#### Communication from BF Phase I

Cliff offered to give advice on mowing companies and suggested mowing charges, in response to a request for assistance from BF Phase I.

#### Adjournment

Cameron made a motion to adjourn. Cliff seconded. The motion was approved 4-0.