

minutes

August 2013 Board Meeting		
Date: 08.19.2013	Start Time: 06:32 P End Time: 08:14P	Location: 1728 E. Summerridge Drive Meridian, Id 83646
Meeting called by	Scheduled	
Type of meeting	Monthly Board Meeting	
Facilitator	Sheryl Bishop	
Note taker	Sheryl Bishop	
Timekeeper	Sheryl Bishop	
Attendees	Don Miller, Hal Chapman, Allen Mair, Eric Jurgensen, Sheryl Bishop	
Regrets	Larry Lipschultz, Jason Knorpp, Ray Cruz	

Minutes Approval		
5 Minutes	Sheryl Bishop	
Discussion	Overall the notes are accurate, with the following exceptions: Change Eric's last name to Jurgensen, change Jan's last name to Persha, change election of officers "third bullet" to Jason Knorpp made a motion to elect Allen Mair to the Board as Vice President and change the date for the Garage Sale to the third Saturday, May 18 th due to the Komen Race for the Cure event on the 11 th .	
Conclusions	Hal Chapman made a motion to approve the Minutes with corrections; Don Miller seconded the motion.	
Action Items	Person Responsible	Deadline
Modify meeting minutes with corrections	Sheryl Bishop	09.16.2013

Reports		
60 Minutes	Budget, Architecture Review, Irrigation, Maintenance, Action Letters, Sidewalk Repair, Communications	
Budget	<ul style="list-style-type: none"> Dues collections are not where they should be when compared with previous years \$2900 in payments, including \$595 for notice letters and \$1000 for flowers, (2) voided checks Need to have new board members sign on checking account 	
Action Items	Person Responsible	Deadline
1. Obtain access to QuickBooks data	Don Miller, Trish Callies	09.16.2013
2. Develop a budget report for board meetings	Don Miller	09.16.2013
3. Change signers on the checking account to current exec board	Sheryl Bishop, Trish Callies	09.30.2013
A/R	<ul style="list-style-type: none"> Current process of directing homeowners to Complete Property Management with a follow up to the HOA gmail account for Board members to review colors, designs, etc. via attachments is working well 	
Action Items	Person Responsible	Deadline
1. None	N/A	N/A
Irrigation	<ul style="list-style-type: none"> Suggestion to augment the irrigation water with well water seems to be working; authorization to add a VFD control panel to the well system and bring it back online was given to Caron Pump Co. Settlers Irrigation District will shut off the water effective September 5th (previously Sept. 2nd) Meridian City may need to regulate water used for lawns when ditch water is gone 	
Action Items	Person Responsible	Deadline
1. Plan to shut down the irrigation system when the ditch water is gone (9/15/13)	Frank Englebrecht, Sheryl Bishop	09.05.2013
2. UPDATE: Frank (Caron Pump Co.) suggested we leave the well system on after the 9/5/13 shut down, as a means to test the capacity of the well to service the subdivision on its own	Same	09.30.2013
3. Check on Meridian City's policy for using city water for irrigation Update: Meridian City published the policy online http://www.meridiancity.org/blogs.aspx?id=15220&blogid=701	Eric Jurgensen	09.16.2013
Maintenance	<ul style="list-style-type: none"> Grass in the park is looking better but there are still several areas where the grass is dying or dead Trees are being trimmed aggressively during extreme weather, which may cause replacement costs Need to go out for bid for services effective this fall (Oct/Nov 2013) after sprinkler blowouts are complete 	
Action Items	Person Responsible	Deadline
1. Continue communications with ProVision related to dying/dead areas, broken sprinkler heads, etc.	Sheryl Bishop, Allen Mair, Trish Callies	Oct 2013
2. Develop request for services bid proposal to be reviewed at the next Board meeting	Sheryl Bishop, et al.	09.16.2013
Action Letters	<ul style="list-style-type: none"> Late payment notices went out the first week in August Non-Compliance letter to 1620 E Summerheights – Article II Section 2.3 Exterior Maintenance – Sent on May 17th – still an issue Non-Compliance letter to 1912 E Summerridge – Article II Section 2.15 Boats, Campers – Sent on Aug 12th – trailer has been removed New template created for Non-Compliance action items – motion to approve form by Sheryl Bishop, seconded by Allen Mair – form was 	

signed off by meeting attendees.		
Action Items	Person Responsible	Deadline
1. Follow up required for 1620 E Summerheights	TBD	TBD
Sidewalk Repair	<ul style="list-style-type: none"> Trish checked with Ryan Fischer with the City of Meridian on the sidewalk repair and he said that it is still on his list to do, they are just really swamped. 	
Action Items	Person Responsible	Deadline
1. Continue to follow up with the city	Trish Callies	Ongoing
Communications	<ul style="list-style-type: none"> Homeowner feedback with email communications and blog have been favorable – may not need a full service website 	
Action Items	Person Responsible	Deadline
1. Continue to use the blog as a website and use gmail for communications	Sheryl Bishop, Allen Mair	Ongoing

Ustick Road Project(s)		
Leslie Lane	Leslie Lane to Locust Grove – Widen Ustick to five lanes (2014)	
Linder Road	Locust Grove to Linder Road – Widen Ustick/Locust Grove intersection to include dual left turn, right turn, add'l thru lanes (2015)	
Impact	<ul style="list-style-type: none"> Project Impact to fence, landscaping off Ustick 	
Action Items	Person Responsible	Deadline
1. Attend project community meeting, obtain project information	Allen Mair, Eric Jurgensen	08.08.13
2. Confirm timeline and impact of both projects	Sheryl Bishop	09.16.13

Next Meeting – 6:30P to 8:00P	
September 16th	3374 N. Summerfield Way
Topics	<ul style="list-style-type: none"> Reports (Budget, A/R, Irrigation, Lawn Maintenance, Action Letters, Communications) Sidewalk Repair Status Ustick Road Projects – Timeline/Impact Strategic and Operations Planning Maintenance Service RFP review Irrigation System Shutdown Date September eBlast Content