

minutes

January 2014 Special Board Meeting		
Date: 01.23.2014	Start Time: 06:33P End Time: 07:26P	Location: 1728 E Summerridge Drive Meridian, Id 83646
Meeting called by	Sheryl Bishop	
Type of meeting	Special Board Meeting	
Attendees	Allen Mair, Eric Jurgensen, Larry Lipschultz, Sheryl Bishop Guest: Tim Bacharach	
Regrets	N/A	

Roll Call	
1 Minutes	Quorum was met (100% Board Attendance)
Start Meeting	<ul style="list-style-type: none"> Sheryl Bishop took attendance; all Board members were present; additionally, Tim Bacharach joined the meeting as a real estate subject matter expert regarding lawn care and property management vendors. Sheryl Bishop called for a motion to start the meeting. Allen Mair moved to start the meeting; Tim Bacharach seconded. No discussion. The motion passed.

Minutes Approval	
0 Minutes	December minutes were approved at special meeting on January 7 th , 2014

Reports	
0 Minutes	Reports were presented at special meeting on January 7 th , 2014

Special Topics	
60 Minutes	Sheryl Bishop
Management RFP Review	<ul style="list-style-type: none"> After again reviewing the comparisons of types of service, cost per service, etc. Sheryl Bishop asked everyone to select two finalists. The results were Advantage Idaho and AMI. CMS did not make to the final round largely due to its size (2-person operation). The Board discussed the merits/demerits of Advantage Idaho and AMI. In summary, the Board valued the professional depth and breadth of the Advantage Idaho staff and the method for assigning a property manager to a prospective HOA, over the "grow as you go" management methodology of AMI (hire a new property manager for new clients) and the lack of professional fulltime accounting staff. Larry Lipschultz and Tim Bacharach noted that although Advantage was not the least expensive, it was only a \$7 per house per year increase over the current annual costs for management and the increased services were well worth the nominal increase. Sheryl Bishop moved to vote on the final candidate. Eric Jurgensen seconded. No discussion. The motion passed. The final tally – Advantage Idaho (5) AMI (0)
Lawn Care RFP Review	<ul style="list-style-type: none"> After again reviewing the comparisons of types of service, cost per service, etc. Sheryl Bishop asked everyone to select two finalists. The results were Summer Lawns and TMS. Nature's Elite did not make to the final round largely due to its size (3-person management operation) and its lack of HOA experience; however, before the two finalists were selected, there was much discussion regarding the benefits of a small business service provider. The Board discussed the merits/demerits of Summer Lawns and TMS. In summary, the Board valued the long time experience, management structure and reasonable costs (mowing costs in particular) presented by Summer Lawns and the additional service of mapping our subdivision's irrigation system over TMS's similar strengths but with higher costs and no additional valued services. Larry Lipschultz moved to vote on the final candidate. Eric Jurgensen seconded. No discussion. The motion passed. The final tally – Summer Lawns (4) TMS (0) (Eric Jurgensen abstained – his vote would have gone to Nature's Elite)
Board Resolution (002)	<ul style="list-style-type: none"> Sheryl Bishop presented the final draft for a Board Resolution to change the bank signers at Bank of the Cascades and to assign responsibilities to for bank account management between the Board and the Property Management Agent. All Board members signed the resolution (Sheryl Bishop, President; Allen Mair, Vice President; Larry Lipschultz, Treasurer; Eric Jurgensen, Director) Action Item: Sheryl Bishop will deliver a copy of the resolution to the Bank of the Cascades, effectively removing Complete Property Management from the checking, money market and CD accounts and adding Advantage Idaho as the Agent.
Amend 2014 Proposed Budget	<ul style="list-style-type: none"> Sheryl Bishop noted the overall reduced cost of the new service providers has resulted in negating the need to raise dues by 5% this year and thus the 2014 proposed budget should be amended. Larry moved to amend the budget to retain the 2013 annual dues amount of \$250, based on projected costs of the new service providers. Allen Mair seconded the motion to keep dues at \$250. Sheryl Bishop offered to amend the 2014 budget, and to email the updated budget to the Board. No further discussion. The motion passed.
Schedule Next Meeting	<ul style="list-style-type: none"> Sheryl Bishop suggested the final review be scheduled on Thursday, January 23rd in order to stay on track with the RFP schedule for awarding contracts. All members approved. No discussion.
Adjourn	<ul style="list-style-type: none"> Sheryl Bishop called for a motion to adjourn the meeting. Eric Jurgensen moved to adjourn and Larry Lipschultz seconded. No discussion. The motion passed.

Next Meeting – 6:30P to 8:00P	
February 17 th	TBA
Topics	<ul style="list-style-type: none"> TBA