

Minutes

March 2014 Board Meeting		
Date: 03.25.14	Start Time: 06:30 pm End Time: 09:20 pm	Location: Advantage Idaho, 664 S. Rivershore Lane, Ste 152, Eagle, ID, 83616
Meeting called by	Sheryl Bishop	
Type of meeting	Board Meeting	
Attendees	Allen Mair, Eric Jurgensen, Sheryl Bishop, Kyle Peck, Jerry Shelton, Miriam Thompson, Homeowners : Jan Sylvester, Advantage Idaho: Lorena Ott, Carla Everhart	
Regrets	N/A	

Roll Call	
1 Minutes	Quorum was met (75% Board Attendance)
Start Meeting	<ul style="list-style-type: none"> Sheryl Bishop took attendance, quorum established.

Minutes Approval	
9 Minutes	<p>February 17, 2014 Board Minutes were reviewed and approved. (Mair/Thompson, passed)</p> <p>March 6, 2014 Annual Meeting Minutes reviewed and approved to be posted to the website. (Mair/Thompson, passed)</p> <ul style="list-style-type: none"> Request by Shelton to leave track changes on to view changes in the minutes.

Financials	
10 Minutes	<ul style="list-style-type: none"> Sheryl Bishop and Kyle Peck reviewed the financials. Approved. (Shelton/Jurgensen, passed) Carla Everhart discussed Reserve Account. Payment Options are provided for financial hardships.

Committee Reports	
50 Minutes	Sheryl Bishop
ARC	<ul style="list-style-type: none"> Three ARC approvals for the month. Letters sent by Advantage Idaho. Request by Mair to have monthly report of ARC Letters for Board Meetings. ARC Committee will be establishing formal guidelines for the review processes. ARC changes present without approval for more than a year are usually grandfathered.
Irrigation	<ul style="list-style-type: none"> System is charged. Target date for irrigation water is 4/15/14. Summer Lawns identified 15 sprinkler heads to be replaced. Summer Lawns providing bid for one clock and post replacement. E. Summerplace Ct. west side controlled by Troyer Residence; E. Summerplace Ct. east side a mystery. Summerfield Way Entrance sprinkler box not locked; Bishop will follow-up with Summer Lawns. Pump training on 3/27/14, 6:30pm.
Landscape	<ul style="list-style-type: none"> Spring clean-up completed. RFQ reviewed for entrance enhancements. Three bids with diagram: Summer Lawns, Nature's Elite and a small company provided by Advantage Idaho. Volunteer Project by Eagle Scouts to assist with landscaping; Peck and Shelton to provide information at next Board Meeting. Carla Everhart reminded Board to trim sight lines at intersections.
Communications	<ul style="list-style-type: none"> Board to utilize email for newsletters. Advantage Idaho to utilize Constant Contact for emergent issues. Board Meeting Minutes and Annual Meeting Minutes will be posted to the website. Jurgensen would prefer smoke signals instead of email. E-blast for Power Outage, Easter Egg Hunt; Fence Update; Irrigation Update; Meridian Hearing on Locus Grove/Ustick; CC&R Enforcement will be sent by Bishop.
Social	<ul style="list-style-type: none"> Easter Egg Hunt 4/19/14 at 11am-12pm, in the park.
Association Management	<ul style="list-style-type: none"> Data Sheet, New Homeowners were reviewed by Lorena Ott. Letters are in the process of being updated based on Board recommendations. Shelton requested violation report to be emailed to all Board members after letters are sent. Night drive-thru is performed, per contact, to check lamppost. Discussion on parked vehicles CC&R versus City of Meridian.

Old Business	
5 Minutes	Sheryl Bishop
Fence	<ul style="list-style-type: none"> Revised bids reviewed for fence repair and staining. Fence Project ahead of schedule. Mair and Jurgensen trimmed bushes, trees and vines on fence perimeter. Removed extra layered boards at the fence bottom and replaced with inset boards if needed due to rot as noted.

New Business	
95 Minutes	Sheryl Bishop
Board Training	<ul style="list-style-type: none"> • Carla Everhart reviewed the Roles and Responsibilities of the Board. • Fiduciary duty of being a reasonable man. • Model code of ethics was discussed. • Board sets policy and makes policy decisions. Association manager implements the board directives. • Once the board makes a decision, every board member should stand behind it. Even if not in agreement with the decision. • Board Member should abstain from voting when a conflict of interest is present. • A member of the association has the right to inspect records with 15 business days written notice. • Executive Session may be called for personnel issues, legal action or bidding
Changing Covenants/Bylaws	<ul style="list-style-type: none"> • Vial Fotheringham recommendation letter reviewed. • Spending Authority - Resolution requiring two of the following signatures for banking: President; Vice President; Treasurer; Carla Everhart. (Thompson/Jurgensen, passed) • Limit Board Spending to a percentage of the budget – tabled for two months for Peck to review the financials. (Bishop/Mair, passed) • Signing of contracts – only Board Members can sign contracts. Carla Everhart mentioned occasionally Advantage Idaho will sign contracts on behalf of the Board.
Annual Meeting	• 2/12/15, 6:30pm-8:00pm, Meridian Technical Charter School
Announcements	• Additions: 3/28-3/29, 9:00am-10:30am Power Outage; 4/15 City of Meridian Hearing for Locus Grove/Ustick
Adjourn	• Sheryl Bishop called for a motion to adjourn the meeting at 9:20pm. (Bishop/Shelton, passed)

Next Board Meeting – 6:30P to 8:00P	
April 21, 2014	Advantage Idaho
Action Items	<ul style="list-style-type: none"> • Sheryl Bishop to contact Summer Lawns regarding lock box on Summerway. • Sheryl Bishop to send E-Blast with Power Outage, Easter Egg Hunt; Fence Update; Irrigation Update; Meridian Hearing on Locus Grove/Ustick; CC&R Enforcement information. • Sheryl Bishop to write Board Resolution 002-A. • Allen Mair and ARC Committee to establish ARC Review Process. • Kyle Peck and Jerry Shelton to provide Eagle Scout information to the Board on 4/21/14. • Kyle Peck to review financials and make recommendation if percent of budget is warranted, by 5/19/14. • Lorena Ott to leave track changes on for revised minutes. • Lorena Ott to provide ARC letter list at monthly Board Meetings. • Lorena Ott to email violation report to Board after violation letters are sent to homeowners. • Lorena Ott to provide small landscape company name for third entrance enhancement bid.

Respectfully submitted,
 Lorena Ott
 Association Manager for Summerfield HOA

Jerry Shelton, Summerfield HOA Secretary

Lorena Ott, Advantage Idaho Association Manager
