

# minutes

## July 17, 2014 Summerfield HOA Board Meeting

<b>Date:</b>	07.17.2014	<b>Start Time:</b>	6:35PM	<b>End Time:</b>	8:10PM
<b>Location:</b>	Advantage Idaho Conference Rom				
Meeting called by	Scheduled	Type of Meeting	Board Meeting		
Minutes taken by	Pat Liddell, Association Manager – Advantage Idaho				
Attendees	Eric Jurgensen , Jerry Shelton, Allen Mair, Sheryl Bishop, Miriam Thompson, Pat Liddell				
Regrets	Kyle Peck				

### Roll Call

<b>1 Minutes</b>	<b>Quorum was met</b>
Establish Quorum	• Sheryl Bishop took attendance, the quorum was met.

### Minutes Approval

<b>2 Minutes</b>	<b>Read minutes and discuss</b>
Discussion	June 17, 2014 Board minutes were reviewed and approved as presented. (Shelton/Jurgensen, Passed)

### Reports

<b>99 Minutes</b>	<b>Treasurer/Budget, Architecture Review, Irrigation, Landscape, Communications, Social,</b>
<b>Treasurer/Budget</b>	<ul style="list-style-type: none"> <li>• Kyle is still working on the Idaho Power account numbers. The account numbers need to be clarified to make sure billing is being done correctly by Idaho Power.</li> <li>• Kyle will work with Rusti to see how best to handle transferring excess funds from the fencing repair project to possibly fund adding bark to the circles. Further discussion tabled until the August meeting.</li> <li>• Kyle to follow-up on getting the landscaping line items on the budget delineated to reflect the following accounts: tree maintenance/replacement, lawn maintenance, shrub maintenance/replacement, flowers, and weed/pest control.</li> <li>• The Board must vote to apply liens on properties with delinquent HOA dues.</li> <li>• The Board must vote to turn over any delinquent accounts to Vial Fotheringham.</li> <li>• Becca will add the General Ledger report to the Board packets going forward.</li> <li>• The Board needs to settle on a strategy on how to remind folks that dues are delinquent. Re-write second or third late notices? Check with Rusti for ideas/guidance.</li> </ul>
<b>ARC</b>	<ul style="list-style-type: none"> <li>• One new ARC request was submitted.</li> </ul>
<b>Irrigation</b>	<ul style="list-style-type: none"> <li>• The Board needs to set a process for irrigation start-up in the spring to ensure optimal operation (filtration system) and to avoid issues seen this year. The diaphragm in the filtration system needs to be checked each year.</li> </ul>
<b>Landscape</b>	<ul style="list-style-type: none"> <li>• The Board discussed the following             <ul style="list-style-type: none"> <li>○ Bark for common areas: Becca will obtain two additional quotes for new bark in the circles. This project could be funded from surplus funds not used in the fencing repair. The amount of bark needed will be recalculated.</li> <li>○ Trees at the pump house appear to be covered with aphids. Treatment is scheduled for fall.</li> <li>○ The photocell for the entrance light at Summerridge Dr needs replacing. Jerry will attempt to replace the photocell. He will advise if an electrician needs to be called.</li> </ul> </li> </ul>
<b>Communications</b>	<ul style="list-style-type: none"> <li>• The Board received the resale report. Becca [Sheryl] will draft a welcome letter and begin sending to new owners and request both email and phone contact information.</li> </ul>
<b>Social</b>	<ul style="list-style-type: none"> <li>• Approximately 60 people attended the 4<sup>th</sup> of July event and several kids participated in the bike parade.</li> <li>• The National Night Out event is set for August 5. Packets will be available from the City on July 31 which will note who will be attending from the City, or police, or fire dept. There will be a vintage fire truck, bounce house, obstacle course and pizza for all. The HOA is asking for donations of water and other goodies. Food donations for the Meridian Food Bank will be accepted. A raffle ticket will be given for each food item donated.</li> </ul>

	<ul style="list-style-type: none"> <li>• The Board discussed the next social event: Neighborhood contest for best Halloween decorations.</li> </ul>
<b>Association Mgmt</b>	<ul style="list-style-type: none"> <li>• The Board is hesitant to turn over CC&amp;R violations to legal for enforcement. They would like to consider other options to gain compliance, especially with trash can violations.</li> <li>• The Board discussed next step options to bring the property at 2020 Summer Ridge into compliance.</li> </ul>

Special Topics	
<b>16 Minutes</b>	<b>Old Business, New Business, Announcements, Comments/Discussion, ..., Adjournment</b>
<b>Old Business</b>	<ul style="list-style-type: none"> <li>• Landscaping design bid request will be discussed at the August meeting.</li> </ul>
<b>New Business</b>	<ul style="list-style-type: none"> <li>• The Board discussed possible future park improvements. Jerry will investigate whether construction and installation of park benches would be a feasible scout project.</li> <li>• The Board discussed the events committee suggestion for a Halloween party in the park with a haunted house. General consensus was not to add this even this year. Sheryl will send an email out to owners to determine interest and seek volunteers who would be willing to coordinate and staff such an event.</li> <li>• The Board approved relocation of an irrigation isolation valve that currently sits on HOA property and belongs to a private homeowner. The cost estimate is \$500. If additional improvements are requested by the owner, those costs will be borne by the homeowner. (Shelton/Thompson, Passed).</li> </ul>
<b>Announcements</b>	<ul style="list-style-type: none"> <li>• The next event will be National Night Out from 6 to 8:30P.</li> <li>• The next Board meeting will be held on August 21<sup>st</sup>.</li> </ul>
<b>Adjourn</b>	<ul style="list-style-type: none"> <li>• Allen motioned to adjourn the meeting at 8:10 pm (Mair/Jurgensen, Passed)</li> </ul>

Next Board Meeting – 6:30P to 8:00P	
<b>Aug. 21, 2014</b>	<b>Advantage Idaho</b>
<b>Action Items</b>	<ul style="list-style-type: none"> <li>• Kyle will <ul style="list-style-type: none"> <li>○ Work on the Idaho Power account numbers. The account numbers need to be clarified to make sure billing is being done correctly by Idaho Power.</li> <li>○ Work with Rusti to see how best to handle transferring excess funds from the fencing repair project to possibly fund adding bark to the circles. Further discussion tabled until the August meeting.</li> <li>○ Follow-up on getting the landscaping line items on the budget delineated to reflect the following accounts: tree maintenance/replacement, lawn maintenance, shrub maintenance/replacement, flowers, and weed/pest control.</li> <li>○ Facilitate brainstorming on how to remind folks that dues are delinquent. Re-write second or third late notices? Rusti will assist with ideas/guidance.</li> </ul> </li> <li>• Sheryl will <ul style="list-style-type: none"> <li>○ Send an email to owners soliciting interest in a Halloween Party/Haunted House.</li> </ul> </li> <li>• Becca will <ul style="list-style-type: none"> <li>○ Becca will obtain two additional quotes for new bark in the circles.</li> <li>○ Follow-up with Rusti re: creation of the new accounts for tracking landscaping expenses.</li> <li>○ Add the General Ledger report to monthly Board packets.</li> <li>○ Obtain additional quotes for getting bark refreshed in the circles.</li> <li>○ Draft a welcome letter for new owners and beginning sending on monthly basis.</li> <li>○ Confirm if Summerheights decorative light can be (re)moved from the island per City regs</li> </ul> </li> <li>• Jerry will <ul style="list-style-type: none"> <li>○ Investigate the possibility of a Scout project to build and install benches in the park.</li> <li>○ Attempt to fix the light at the Summer Ridge entrance</li> </ul> </li> </ul>

Respectfully submitted,  
Becca Teets  
Association Manager for Summerfield HOA

Jerry Shelton ,Summerfield HOA Secretary \_\_\_\_\_

Becca Teets, Advantage Idaho Association Manager \_\_\_\_\_