

minutes

December 18, 2014 Summerfield HOA Board Meeting

Date:	12.18.14	Start Time:	6:32PM	End Time:	8:20PM
Location:	Advantage Idaho Conference Rom				
Meeting called by	Scheduled	Type of Meeting	Board Meeting		
Minutes taken by	Becca Teets, Association Manager – Advantage Idaho				
Attendees	Miriam Thompson , Eric Jurgensen, Allen Mair, Sheryl Bishop, Kyle Peck, Becca Teets				
Regrets	Jerry Shelton				

Roll Call

1 Minutes	Quorum was met
Establish Quorum	• Sheryl Bishop took attendance, the quorum was met.

Minutes Approval

2 Minute	Read minutes and discuss
Discussion	November 24, 2014 Board minutes were reviewed and approved. M/S/P (Mair/Peck)

Reports

41 Minutes	Treasurer/Budget, Architecture Review, Irrigation, Landscape, Communications, Social,
Treasurer/Budget	<ul style="list-style-type: none"> • Rusti will adjust the accounts that the fencing project costs are associated with to more accurately show what the costs were related to. • The cost for installing the new pine tree was \$120 more than anticipated because the sprinkler lines had to be redone. Kyle made a motion to approve the additional expense and to track it in the Sprinkler Repair budget M/S/P (Peck/Jurgensen). • Kyle will adjust the budget to add lines for income being transferred in and out of the reserves so the budget shows as a balanced budget. Once this is done he will email the budget to Becca to be included in the Annual Meeting notice. • Sheryl asked for a motion to approve the 2015 budget which includes the additional line items to address reserve income transactions, the purchase of a new main pump, landscape improvements and a 5% increase in dues to \$262.50 M/S/P (Mair/Thompson). • The landscaping contract will need to be rebid in 2016.
ARC	• There were no new applications in November.
Irrigation	• The work to move the exposed isolation valve at 1963 Summerplace Court underground was supposed to be completed this month but an unexpected snow storm may have delayed it. Becca is awaiting confirmation from Summerlawns on when the work will be done if it has not been completed already.
Landscape	<ul style="list-style-type: none"> • The park benches are finally in and being constructed. Jerry will keep the Board updated on the progress of getting them installed. • The Board reviewed the Landscape Design Plan RFQ responses. There were three responses out of seven recipients. Two of the three bidders offered quotes over \$5000 for design plans. Summerlawns not only clearly met the requirements but it was the lowest cost bid as well. Allen motioned to award Summerlawns the Landscape Design Plan contract. M/S/P (Mair/Jurgenson)
Communications	• Sheryl will send out one more email blast about the contest and will include a reminder about the annual meeting in February.
Social	• There are currently 6 entries for the holiday decorations contest and a few more are expected.
Association Mgmt	• Trash cans are coming back and there is one home with a persistent trailer.

Special Topics

71 Minutes	Old Business, New Business, Announcements, Comments/Discussion, ..., Adjournment
Old Business	• Becca will follow up with the electrician on why the light on Summerridge & Locust Grove is stays on 24/7.
New Business	• Becca and Sheryl will create a nomination form for new Board Member nominations.

	<ul style="list-style-type: none"> • The \$125 check to Meridian Technical Charter High School for the Annual Meeting will be listed under “events” and should be attributed to the 2014 budget. • No financials will be included in the Annual Meeting notice, but a note will be included on when they will be available and where to find them online. Sheryl will send out an eblast when they are available. • Sheryl will get Becca the President’s Letter as quickly as possible so it can be included in the Annual Meeting Mailer. • Sheryl and Becca will create the packet for the Annual Meeting Mailer and get it sent out as quickly as possible.
Announcements	<ul style="list-style-type: none"> • The Annual Meeting will be held February 12 at 6:30pm at Meridian Technical Charter High School.
Adjourn	<ul style="list-style-type: none"> • The meeting was adjourned at 8:20pm

Next Board Meeting – 6:30P to 8:00P	
January 15, 2015	Advantage Idaho
Action Items	<ul style="list-style-type: none"> • Kyle will update the budget and email it to Becca. • Sheryl will: <ul style="list-style-type: none"> ○ Write the Presidents letter to include in the Annual Meeting notice. ○ Send out one more eblast before Christmas. • Becca will: <ul style="list-style-type: none"> ○ Let Rusti know to adjust the fencing project numbers to more accurately reflect the expense. ○ Email Sheryl the email for an owner who is new to the neighborhood. ○ Call the electrical company on why the light is still not repaired. • Sheryl and Becca will: <ul style="list-style-type: none"> ○ Create a nomination form for nominating new Board Members. ○ Create the final mailing packet for the Annual Meeting in February. • Jerry will keep the Board updated on the progress of the bench project.

Respectfully submitted,
Becca Teets
Association Manager for Summerfield HOA

Jerry Shelton ,Summerfield HOA Secretary _____

Becca Teets, Advantage Idaho Association Manager _____