

Carriage Square Homeowners Board
Directors Meeting
November 16, 2016
Minutes

The meeting held at the home of Mary Ellen Komac, 1050 Stagecoach Lane, was called to order by President Rich Sharp at 7:05 p.m.

Board members present: R. Sharp, B. Hoffecker, D. Lakers, M. Stokes, K. Hoppe and M.E Komac

Guest present: Craig Hoffecker, Patrick Lakers, Robert Komac, Charity Sharp and Savannah Sharp

The minutes for the meetings of July 12, 2016 and September 26, 2016 were read and approved.

Treasurer's Report:

Treasurer Donna Lakers reported that 59 homeowners had submitted their dues for 2017. One dues payment came from a mortgage company as part of a closing package. The balance as of November 16, 2016 was \$6,286.70. Expenses reported were \$1,545.00 to Allison and MacKenzie law firm for legal expenses. It was agreed that a second dues notice should go out with the winter newsletter in early December.

Realtors report: No realtors were contacted.

Recorder's Office Report: New owners were reported at 1215 Winnie Lane, 1230 Cabrolet Dr., 1832 Chaise Dr., and 1709 Chaise Ct. Director Bonnie Hoffecker and Charity Sharp will team up to deliver welcome packages to these addresses. They will also review the welcome letter for any necessary updating.

Painting/Roofing Alteration Requests Received:

Requests were approved for 1705 Chaise Ct., 1160 Cabrolet Dr., 1844 Clydesdale Dr. and 1119 Chaparral Dr.

CC&R Violations: It was agreed Second Notice letters will be sent to homeowners on Calash Dr. and Chaparral Dr. The letters will include a 30-day compliance window and reference to moving on to legal action after the window has expired with no action by the homeowner. It was agreed to discuss the need for Board action regarding a trailer on Chaise Dr. at the next meeting.

A letter sent to the Board by Mr. and Mrs. Strahan was reviewed and discussed. Bonnie will draft a response and after review by the president and secretary, the response letter will be sent shortly after without further Board review.

The Board reviewed the CC&R's for language regarding garbage cans. Although it was agreed having cans visible from the street did not enhance the image of the neighborhood, the CC&R's address maintaining clean and hygienic containers only.

General Business: The President brought up the issue of personal safety of Board members. He recommended that any interactions with residents in person should always be done in pairs. The Board agreed that this would provide safety and also a witness to conversations.

The Vice-president Michele Stokes discussed what information the Board would prefer appearing on the website. She suggested a copy of the approved By-laws, a Frequently-Asked-Questions (FAQ) page, and a violation form for residents to use. It was agreed the approved By-laws should be available on the site. Michele offered to develop FAQ's. However, the Board did not see a need for a violation form as residents can easily contact any Board member.

Michele also suggested that the website could be utilized as a digital repository for correspondence, and other Board actions. This would be going forward from this date, rather than trying to capture information going back in time. This portion of the site would be for private use by the Board, and it would be considered backup for the hard-copy files maintained by the Secretary. The Board agreed this was a good idea and approved Michele going forward with implementation.

The date for the caroling event was set for December 18 at 4:00 pm. Participants should meet at the Park sign on Cabrolet Dr.

A winter newsletter will go out in early December. Some topic ideas included telling residents the costs of legal services paid with their dues, the caroling date and time, results of the election, and asking for volunteers for the 2018 Board.

The President ended the meeting with a reminder that the officers should each do some recruiting for new Board members. A few current members have indicated 2017 will be their last year to serve.

The next meeting date was set for Wednesday, January 18, 7:00 pm at Donna Lakers' home, 1110 Cabrolet Drive.

The meeting was adjourned at 8:45 pm.