

## Meeting Minutes Nov 5, 2024

Nate's house at 6pm

Attendees: Directors: Mike, Nate & Zach Admin: Carrie

### Agenda Items:

1. Landscape Contract- Mike proposed that we send a request to Ground Systems & High Garden for a final and best bid to make a decision in December. Directors discussed pros and cons to sticking with our current service, versus starting with a new company. Zach would like for either company to put out more flags when lawn treatment is applied for walkers and their dogs.
2. Berry Lien- no payments or update
3. Dues update- Carrie can send out invoices to accounts with balances and notify them of upcoming assessment if not paid by end of year. Mike wants them to understand that once the HOA incurs fees for collection, that becomes the responsibility for the homeowner to pay.
4. Violation Status update- Letter was sent on 10/15/24- No one has noticed any updates or progress being made on the home.
5. sign 1 check for landscape maintenance - complete
6. CTA required forms for December? Will discuss at the December meeting
7. Sept & Oct Reconciliation statements for review- complete
8. Approve & Sign 2 previous meeting minutes- complete
9. Insurance set to automatically renew. Mike was in contact with another agent to possibly get another bid.
10. The Board of Directors have approved a raise for the contracted Administrator Position, currently held by Carrie Wooten. Mike proposed a raise to begin in 2025 and a bonus for 2024 in the amount of 50% due to inflation and the current rate to

hire commercial service to carry out administrator duties. Mike motioned a vote, Zack 2nd, and all directors were in favor.


**Action Items assigned:**

- Zack to discuss the speeding issue with a Clearcreek Township officer and will bring the information back to board to discuss and possibly add to the annual meeting agenda.
- Carrie to craft email to send to landscapers, add decision time to December agenda
- Carrie to send overdue statements
- Add CTA to December agenda

Adjourn: 6:57 pm Next meeting planned for December 3rd

**Signatures for Approval**

Mike Mills:  Date: 12/3/21

Nate Frankart:  Date: 12/3/24

Zack Lawson:  Date: 12/3/24