



# Dundee Place Homeowners Association

## Board Meeting Minutes

January 14, 2014

### Board Officers:

- William Charles, President
- David Campbell, Treasurer
- Sue Lawyer, Secretary

### Board Members:

- John Clarke, Board Member
- Cindy Duty, Board Member
- Vacant Position, Board Member
- Johnnie McCune, Board Member
- Ken Nelson, Board Member
- Robby Williams, Board Member

The meeting was held at the home of William Charles, President.

### Call Meeting to Order

William Charles, President called the meeting to order at 7:00 pm.

### Approval of Minutes

Minutes from the October 10, October 29, and December 10, 2013 meetings were presented for review and recommendation. No changes were recommended.

Motion was made to accept all minutes submitted as written by Johnnie McCune and seconded by David Campbell. Motion was unanimously passed.

### Financial Report

Financial Report was presented by David Campbell (copy attached to minutes). No recommendations or revisions to Financial Report were made.

Updates and discussion was held on two issues:

1. Herrera HOA Fees—Payment in the amount of \$500.00 was made toward delinquent balance. No payment schedule established.
2. Homeowners in Arrears on HOA Fees—Following discussion it was determined that Treasurer, David Campbell will send delinquent notice monthly until delinquent balances are cleared.

Motion was made to accept the Financial Report as written by Johnnie McCune and seconded by Ken Nelson. Motion was unanimously passed.

Action Item: David Campbell to send monthly notices to all Homeowners delinquent on HOA fees.

### Election of 2014 Officers

With three members absent, this agenda item was tabled until next meeting on May 13, 2014.

## **OLD BUSINESS**

### Survey Results on Annual Meeting Location

Survey results from survey given to members at December 2013 meeting were presented by William Charles. Meeting attendance was up from previous years. Survey results will be held until planning for this year's annual meeting begins.

Report only with no action required.

### Aerator Repair Update

William Charles reports that aerator repair has been completed. It is currently being stored in his garage. Plan is to monitor its use and try not to run it year round.

Update only with no action required.

### Wagon Shed Roof Repair

William Charles reports that shingles need repair to wagon shed roof. Lowe's carries the needed shingles. Plan is to make the repair in warmer spring weather.

Action Item: Repair to shingles on wagon shed roof planned and pending warmer weather in spring.

### New Board Members

Discussion on filling vacancy on Board. Daniel Frenette was suggested.

Action Item: William Charles, President to discuss willingness to serve with Mr. Frenette.

### Web Site Development Update

Web site has now been updated with Homeowner's List, By-Laws and Restrictions.

Update only with no action required.

### Trim Trees by Curve at Pond

Discussion on need to trim trees by curve at pond. Triple A Tree Trimming recommended to trim them.

Action Item: William Charles, President to call to have the trees trimmed.

## **NEW BUSINESS**

### Addendum to Dundee Place HOA DCCR/FAQ

Addendum to Dundee Place DCCR on Use of Common Areas and FAQ's with responses were reviewed and provided to Daniel Frenette for addition to the website. (Copies attached to minutes.)

No further action required.

### Neighbors in Noncompliance with the DCCR

Item Pended until May 13, 2014 meeting.

### Set Board Meeting Dates for Year

Meeting dates and times have been established as follows.

January 14, 2014 at 7:00 pm

May 13, 2014 at 7:00 pm

August 12, 2014 at 7:00 pm

October 14, 2014 at 7:00 pm

December 9, 2014 at 6:00 pm—Annual Homeowners Meeting

January 13, 2015 at 6:00 pm

Action Item: Dates to be submitted to website for posting.

**Adjourn**

All agenda items presented were addressed.

Motion made to adjourn made by David Campbell and seconded by Ken Nelson. Motion was passed unanimously. Meeting was adjourned.

Minutes were prepared and presented by

Sue Lawyer, Board Secretary