

Meeting Minutes

PA20 Landscape Maintenance Association, Inc.

Date: January 15, 2009

Location: Dewey's American Grill

Purpose of Meeting

To discuss ongoing occurrences of the association including accounting updates and website management; address and resolve any pending issues.

Names of Attendees

Present: Jim Fraser (VP-Property Maintenance)
Brice Bradley (Secretary-Homeowner Relations)
Rick Murray (Treasurer-PA20 Delegate for District #80 to HRCA)
Dean Stanberry
Diana Coon (Accountant)

Absent: Jim Bowlus (President)

Partners/Guests

None

1. Open 6:17 pm

2. Reading of Minutes

Notes: Dean motioned to approve the November 06, 2008 minutes. Rick seconded. There was a unanimous vote for approval.

3. Accountant Report and General Discussion Items

Notes: Diana presented a general accounting update and fielded questions from the board. Other general discussion items then followed.

Additional Discussion Points:

- Diana informed the board that the 2009 budget needs to be finalized.
- Diana stated that she is set to work on the annual assessments and wants to confirm that there wasn't anything the board felt needed to be changed.
- Diana stated that there are a total of 12 collections letters that need to be sent out; 7 existing and 5 pending. She needs to get a data dump from HRCA prior to issuing the letters.
- Jim F presented a monthly expense spreadsheet which outlines annual income v's outgoing.

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- The board discussed raising the annual assessment in preparation for the replacement of the PA20 fence along Westridge Village Parkway.
- The board discussed a future website management plan. HRCA charges to manage sub association websites. Diana said her husband might be willing to do it. Hostworks can host the site and make updates at an hourly rate.
- The board discussed whether having a credit card option on the annual assessment invoice made sense. The PA20 bank would most likely charge a per charge rate.
- The board discussed changing banks in an effort to acquire a better interest rate. Current bank's rates are lower than can be found elsewhere.
- The board briefly discussed the future of the fence; it is nearing the end of its useful life and plans on how to replace it need to begin. Further discussion was deferred for another time.
- The board discussed the future of PA20 since H.R. does not look like it will be incorporating any time soon. How long was PA20 intended to be in effect? The ultimate question ended up being, "What is the best benefit to the community as a whole?"
- Damaged section of fence near HR Parkway has been repaired and stained.
- March 3rd marks the end of the second year of our 3yr maintenance warranty agreement.

Decision(s):

- Diana will coordinate the annual meeting set to be held Thursday, April 9, 2009 at 6pm.
- Diana will pull together a 2007 v's 2008 comparison for both the checking and savings account. She will email it to the board including itemized expenses.
- Diana will talk to her husband about his willingness to update the PA20 web site.
- Rick motioned to raise the annual assessment from \$16.50 to \$20. Dean seconded,
- The board decided to defer talks regarding assessment collections until Jim B (entire board) can be in attendance.
- Rick motioned to raise the 2009 annual assessment from \$16.50 to \$20. Dean seconded. There was a unanimous vote for approval.
- Diana will mail annual assessments in early March.
- Rick will talk to HRCA about getting the PA20 web link added to HRCA web site at no cost.
- Jim F will research the bylaws in detail to see if it addresses the following questions that arose; he'll also talk to Hindman Sanchez. 1. Provision to turn over to another agency? HRMD? 2. What if there is no one willing to serve on the board or there aren't enough acting board members to fulfill the minimum requirement? 3. Can PA20 be sued if it defaults on it's obligations? Jim F will provide feedback via email or at the next meeting.
- Diana needs to check PA20 mailbox to confirm insurance payment from the company covering the driver who damaged the fence has been received.
- Jim F motioned to move accounts from 1st Bank to Key Bank and ladder our savings. Rick seconded. There was a unanimous vote for approval.
- Rick will talk to Terry Nolan about any potential options and/or assistance the District may be able to offer to PA20 with regard to fence replacement.
- Jim F will confirm with Leadbetter that they are interested in fulfilling the third year of the contract they acquired from the original contractor.
- The next meeting is Tuesday, March 3, 6pm at Dewey's.

6. Close 7:50pm

Minutes prepared by: Brice Bradley

Minutes Approved: Jim Bowlus motioned to approve the minutes at the March 3, 2009 meeting; Jim Frasier seconded. Approval was unanimous.