

RAVEN HILLS HOMEOWNERS' ASSOCIATION

Board Meeting Minutes

November 27, 2006

Present: Bill DeMatte, Diana Fruh (ACC rep), John Fuller, Kirsten Peterson, Jim Schaffner, Keith Houin, John Grahams (contractor guest)

President Jim Schaffner called the meeting to order at 6:35 pm.

Minutes from the October 23rd meeting were approved.

Contractor Forum

JS introduced John Grahams, a contractor who'd contracted work with the RHHOA to do fire mitigation work. JG presented emails that proposed a contract to do tree trimming work in common areas. RHHOA later pulled out of the agreement due to lack of funds. JG complained that he had turned down other jobs for this one, and proposed that RHHOA honor the agreement for him to do the work, with more lenient payment terms-- payment after the first of the year.

JS: RHHOA willing to take a bid, but disagreed that we had entered into a contract for the work and reiterated that RHHOA does not have sufficient funds to contract for the work at present. Board agreed to revisit the issue in the spring and asked JG to provide to BD a detailed breakout for estimate of what he would do on each area, and see what RHHOA can agree to. The Board agreed to pay for the JG quote. Board will decide on what, if anything, we can do in the next year.

Treasurer's Report (JF)

JF distributed financials. Good news: only one more month to pay expenses, bad news is that we have only 3K left in cash account. JF will verify cost of picnic tables with Janet Richards, not to exceed 3K, to buy up to 4 tables and will go ahead with the purchase.

One house changed hands, owners paid 2007 dues.

Park Renewal Update (KH)

KH showed the proposal to the Board. Basic functions, fits 5 – 12 age range. Swingset with child/older child functionality. We will keep the sandpit, but will take out the upright posts. Quote includes a fall area. The playground structures can be erected in stages to spread out cost: play area first, swings later. Total = \$23,567, no freight. Jeff Richards, a neighbor and local contractor, confirmed that these figures were comparable. JF will see if we have tax-exempt status with a tax-exempt number, to make sure we don't pay \$1700. \$1000 in other costs (concrete, etc.) would bring total to \$24,567. We do installation to save \$8,855.00. JR has offered the use of machinery to assist.

KH has someone to take old equipment. We will need a document from our lawyer to absolve us from liability.

Manufacturer stated expected life is 15 – 20 years. Woodchip matting for surfacing to be refilled (\$1,000) every 5 years.

Will need to reposition sprinklers. Can do with minimum expense, JR will contribute equip and labor for that.

Board discussed the importance of good marketing of this expense and how to generate the needed funding. BD suggested the possibility that we take out a loan instead of paying all upfront, plan in loan repayment over time. Could issue bonds with fixed interest, for example, a 50K loan with a 15 year term. JF will run some numbers and financing options. JS passed out brochures on banks that specialize in working with HOAs. The decision about playground financing was tabled until next meeting. The Board agreed that it would be important to have an open “town forum” to discuss assessment issues: park and fire mitigation and solicit input on how to finance.

[Update: Since the meeting, KH has received another bid directly from Jeff Richards which provides comparable equipment at a reduced cost.]

Marketing strategy: JS will work on with JV (if available).

JF: Have lawyers come in to assess our tax liability.

Commons (BD)

No updates

Private Property Signs (JS)

No updates.

6880 Dauntless Update (JS)

No progress with police. We have the list of complaints against the house; but do not have police reports to forward to homeowners. JS has been working through Jim Moline, neighborhood watch person. JS will go to police station to get reports – 9 incidents in past 6 months. JS putting together compelling case to take to get homeowners to take action against these tenants. KH reported that someone broke into his house and partied while they were gone. No damage to the house, but a concern nevertheless.

6970 Mikado Lane Update (JS)

Update on house with noncompliant roof: Homeowner has yet to sign and return the document stipulating agreement to replace the roof when the house is sold. JS asked our attorney to serve the homeowner with a copy of the document personally and have her sign it. If she does not sign, we will have to take her to court.

Covenants Director Search (JS)

No progress on the search. JS liked the idea of a covenants committee rather than an individual. David Fruh willing to join the committee. We will work up an email request for the website and post it there and in the newsletter. There is a possibility that the position will not be filled until the next annual meeting if candidates do not step forward.

Homeowners Welcome and Education (DF)

JS discussed first attempts to welcome new homeowners. He visited several new homeowners and gave them the flyer, a copy of the covenants, our policy on resolving disputes, website info, as well as a copy of our last newsletter. He also presented a plant as a gift. Despite these efforts, the first homeowner he visited is still parking illegally. The other homeowner proved more approachable and amenable. DF requested some funds and suggestions for gifts going forward: coffee mugs, pens, refrigerator magnets were suggested. DF found a site that for \$200 would provide 36 tumblers/coffee mugs imprinted with RHHOA logos/website.

DF and JS discussed doing a scaled-down version of this visit for renters.

JS asked DF to generate a budget for cups, magnets, pens and present those figures at our next meeting in January.

Next Newsletter (JS)

JS suggested that we put out our next newsletter in the next few months. JS will contribute most articles. DF will do ACC; JF will contribute financials. Assessment issues, maybe town forum to discuss outstanding issues.

We should also include an assessment of goals we set, where we are on these. JS will write down where we are on these.

Articles due to KP by December 31. Newsletter to go out by mid-January, 2007.

Website Updates (BD)

BD will be making changes on website to incorporate online ACC forms and allow homeowners to input ACC requests directly to the website

He may also include a section where homeowners can request things of other board members. He hoped to have a working model by January, final product by March 2007.

Board meeting times

Our next meeting is scheduled for 1/29 at 6:30pm.

Meeting adjourned at 8:10.

Respectfully submitted,

Kirsten Peterson, Secretary