

## Holmes Creek Homeowners Association

### Annual Meeting Minutes

September 17<sup>th</sup>, 2019

The annual meeting for the Holmes Creek Homeowners Association was convened on September 17<sup>th</sup>, 2019.

Homeowners Present: Jake Adams, Denise Clegg, Jodie Gray, Theresa Jensen, Pamela DaWood, Jeanne Kemp, Scott Justensen, Erik Stevenson, Michael Hendricks, Michelle Davis, and Maren Swenson (proxy) were in attendance. Also, present were Casey Clark and Heather Gillespie from Alliance Property Management.

#### Meeting opening:

- The meeting was called to order at 7:01 PM.
- Roll Call was taken and a Quorum was established, pursuant to the declaration.

#### Agenda Approval:

- The agenda was approved on a motion by Jodie Gray, seconded by Jake Adams.

#### Minutes Approval:

- The minutes of September 11<sup>th</sup>, 2018 were presented to the membership. Jake Adams motioned to approve the minutes with a second by Scott Justensen.

#### Board/Management Committee Report:

- Casey reviewed that we have collected landscaping bids, and that it was elected Tuxedo carry over the contract for landscaping for this year.
- Casey discussed that insurance was awarded to Travelers Insurance Company for this year.
- Casey updated everyone on the roof replacement claim; the HOA was determined to have hail damage throughout and the insurance approved the claim for full roof replacement. Each owner is responsible to pay roughly \$352 for a new roof; this covers the cost of the deductible. This is great new considering that had we not been able to make a claim the individual homeowners would have been responsible for roof replacements as needed which would have been an extensive cost to individuals.
- Motion to adopt the committee report was made by Pamela Dawood, seconded by Jake Adams.

#### Financial Report:

- Casey reviewed the reserves; the association is currently about 50% funded per the recommended state of the reserve study.
- Overall the community is function in a good financial position day to day but it is the focus of management and the board to continue to fund reserves and cover the increase of the operations such as insurance, maintenance, and landscaping.
- Currently the association is contributing \$6700 a year towards the reserves and intends to do match or increase moving forward.
- Motion was made by Jeanne Kempe to approve financials, seconded by Jodie Gray.

#### Member/Owner Comments & Questions:

- Jeanne Kempe provided a list of questions prior to the meeting; Casey reviewed each item.
  - How long does vinyl siding last and can it be painted? Siding cannot be painted because it expands and contracts and would not be lasting. Typically siding will last about 30-50 years.
  - Can we consider shutters being added to the property? This was discussed last year after the GMM; the board voted against the shutters due to increased ongoing maintenance costs associated with them and continuity.

- Who is responsible to watch over and inspect the complex? Everyone; Alliance conducts regular inspections and on complaint bases, the board, and the residents. We encourage everyone to practice “if you see something, say something.”
- What is the protocol of actions taken within the community? Alliance will review with board on major decisions and requires majority vote of the board to proceed.
- Doorbells do not work? This is homeowner responsibility.
- Landscapers do not do a thorough job of blowing debris from porch? Send Alliance a request in real time with pictures and we can follow up with the landscapers.
- What are the requirements for storm doors? Submit an ACC request and the board will review and approve; there is currently no blanket policy.
- Paint color for garage, front doors, and trim? These colors were mailed out and posted on our website at [www.apmutah.com](http://www.apmutah.com).
- Lamp posts near mailbox? This was discussed previously with the board but due to the costs of any viable options it was determined to deny the request.
- Voting blindly for board members? We will slow down and allow the prospects and current board members to introduce themselves and explain more of what is entailed in being on the board.
- Board contact info (mentioned in person)? Alliance will provide board email addresses upon request but primarily Alliance will handle day to day operations. The board members volunteer their time, so we try to avoid them being involved in everyday operations and having to deal directly with conflict if not necessary.
- Jodie Gray mentioned the plaster along the homes are beginning to crumble; she provided us with a brochure of a company that may be able to provide us with bulk pricing. Alliance agreed to contact them and collect an estimate to review with the board.
- Jake Adams mentioned that there is pet waste and pet damage near 1136; Alliance agreed to follow up.

#### Board Elections:

- Maren Swensen’s term has expired; Scott Justensen nominated Theresa Jensen for the 3-year term. Theresa Jensen accepted and was approved unanimously.
- The board is as follows; Jake Adams (1 year remaining), Scott Justensen (2 years) and Theresa Jensen (3 years).

#### Adjournment of Meeting:

- Jake Adams motioned to adjourn the meeting, seconded by Jodie Gray. Meeting adjourned at 7:49 PM.

**NOTE: These minutes were taken at the most recent general membership meeting and have not yet been formally adopted by the membership.**