

## **Southfork POA**

### Board Meeting Minutes

January 21, 2012

- Meeting called to order: 5:34pm
- In attendance, Christy, Ray, Paul, Cory
- Ray to check on w-9 to 1099 John Sabel
- Cory and Christy will go to John's house to retrieve thumb drive and any other HOA items, such as the filing cabinet
- Cory Galicia was voted in as Vice President
- Cory will fix the outer fencing of the community and we will reimburse for expenses
- Christy will go to the DORA website to transfer responsibility
- Christy will follow up with Absolute messaging
- HOA meeting will be on Saturday, March 16 at 10am at the Falcon Fire Station on Hwy 24 and Meridian
- At HOA meeting: will need to have Cory voted in and budget approved
- Each board member will send Christy a short bio for the newsletter which will go out at the end of February.
- Worked out proposed budget (attached)
- Next meeting will be Feb 11<sup>th</sup> at 5:30pm at Cory's house
- Meeting adjourned at 7:18pm

## **Southfork POA**

### Board Meeting Minutes

February 11, 2013

- Meeting called to order: 5:37pm
- In attendance: Christy, Cory, Jen
- March 16, 10am (Saturday) full POA meeting
- Bio's should be sent to Christy for newsletter
- Christy will mail out newsletter with info re: POA meeting
- Next meeting will be March 11, 5:30pm at Cory's home.
- Meeting adjourned 6:35pm

# **Southfork POA**

## Board Meeting Minutes

March 11, 2013

- Meeting called to order: 5:32pm
- In attendance: Christy, Cory, Jen, Ray, Paul
- Minutes read and approved
- Treasurer report presented, approved
  - taxes are ready to be prepared & filed
  - Ray is still working on delinquent accounts, may resort to door-to-door visits to explain and collect
- Complaints via web page were discussed
- Phone service will be cancelled, Christy will be primary poc Cory will be alternate
- Ray will purchase refreshments for general POA meeting
- Saturday March 16, 10am will be general POA meeting at the fire station. All board members anticipate attending
  - introductions
  - budget
  - NextDoor
  - garage sales (x2) first May 17, 18, 19 ??
  - reminder to residents we're here to foster a sense of community, not police our neighbors
- Next meeting will be April 8, 5:30pm at Cory's home
- Meeting adjourned 6:16 pm

## **Southfork POA**

### Board Meeting Minutes

August 12, 2013

- Meeting called to order: 4:03p,
- In attendance: Ray, Paul, Jen
- Community POA meeting August 18<sup>th</sup>, Sunday, 2pm, 15170 Ewing
- Warranty on mower is 3yrs so we should be able to get it fixed
- Printer must be replaced ASAP – expenditure approved
- Jen is attempting to get signs from Christy for meeting & garage sale
- Ray will get paperwork to remove Donna & Christy, add Jen from bank account
- Ray will print postcard/flyer for POA meeting as well as community wide garage sale and hand deliver to residents.
- We will get bids for perimeter mowing
- Approximately 40 residents are delinquent on dues
- Architectural Control Committee needs 2 members
- Request for donation from POA to Buddy Walk Downs Syndrome
- We need to correct Entrance sign – incorrect URL and remove phone number
- Bruce Jilek has requested assistance from POA to remedy drive washout caused by South Fork rain runoff. We will provide equipment as well as labor on site and work with him to fix.
- Meeting adjourned 6:20

## **Board Meeting**

### Meeting Minutes

September 07, 2013

- Meeting called to order: 2:01 pm
- Attendees:
  - Paul Zimmerman - IT/Web Master
  - Michelle Strauss - Acting President & Acting Treasurer
  - Heather Schofield - Acting Vice President & Acting Coordinator.
  - Ashley Ruston - Request placed for new board member volunteered.  
Motion was made, seconded, yea vote
- Discussion on adding new acting board members Heather Schofield and Michelle Strauss to be added to the Mailbox account and the Bank account.
- Board decided that we were going to pull bank statements for the past year to get a current account balance.
- Inventoried the box of files from 2007 – 2012 that was passed on from prior President/Treasurer who is (unofficially) stepping down from his duties.
- Spoke about putting together the New Budget for the Year -need to represent this after we correct some errors and include income and expense report
- Mower issue: Where are they being stored? What is the warranty on them if any?
- Also, was talking about having a neighborhood clean up day, and where the collection site would be for those within Southfork could dump their debris
- Ditch for neighbor Bruce Jilek must be repaired by county, board to follow up on to find out correct steps of action.

- DORA compliance issue was raised. Board will follow up with prior President, John Sabell, for assistance on how to transfer over the account information, so that fee can get paid.
- Discussed about getting a current mailing list to send out newsletters and meeting notices.
- Discussion was brought up about out Southfork Sign outside the entrance of the subdivision had incorrect contact information.
  - Web address is wrong
  - Phones number no longer correct.
  - Ashley Ruston will research some other option for phone contact and new number to put on the Southfork sign.
- Discussion regarding Bobcat Water, several similar complaints with accuracy, customer service, etc. Water Board will be having a Public Presentation October 8, 6:15pm. ALL RESIDENTS are urged to attend this important meeting.
- Next community meeting will be held in the Falcon Library. Board will notify the Southfork Community of this October date.
- NextDoor website was explained, advocated
- Meeting adjourned: 4:53 pm

## **Board Meeting**

### Meeting Minutes

September 25, 2013

- Meeting called to order: (5:00 pm)
- Attendees:
  - Paul Zimmerman- IT/Web Master
  - Michelle Strauss- Acting President
  - Heather Schofield- Acting Coordinator.
  - Ashley Ruston- Acting Vice President
  - John Sabell- Acting Treasurer.
  - Christina Leary
  
- Water meeting was brought up a little as a reminder to attend.
- Inventoried the box of files from 2007 – 2012 and created one for 2013 since there was not one made.
- We have decided to keep the “Absolute Messaging service” and will try and get the same number back.
- Southfork sign to be updated with correct web address
- Dora information is to be sent to Michelle from John so that we are able to get this paid (roughly \$50.00).
- We went thru the banking statements and made a list of questionable checks that were written.
- We are to as the current board draft TWO certified/return receipts letters the past board members to find out about the location of the lawn mowers and

the signature on some of the checks. And, will have only have 14 days to reply.

- Were to go thru the folder for each month and place the documents in order per month.
- The active board members have voted in John Sabell as “Acting Treasurer” for short term, and also agreed to pay Chris a \$1.00 for her services in helping us with the account.
- Discussed was that the board voted on having the HOA billing done May 1<sup>st</sup> and to be brought up at the next HOA meeting. (HOA dues are \$60.00) and that the HOA meeting be held at least twice a year.
- Michelle is to call bank to make sure that ALL "automatic" payments be stopped, get deposit receipts for balancing the Quick books.

Meeting adjourned at 7:00 pm



## **Board Meeting**

### Meeting Minutes

September 29, 2013

- Meeting called to order: (9:00am)
- Attendees:
  - Paul Zimmerman- IT/Web Master
  - Michelle Strauss- Acting President
  - Heather Schofield- Acting Coordinator.
  - John Sabell- Acting Treasurer.
  - Christina Leary
  
- Board decided to hold off on the letters to past board members until the Insurance policy was taken care of. John made call to the insurance company to make sure that all automatic payments were stopped, and lowered the dollar amount.
- Discussion of allowing the \$100 for banking research, and active board members all agreed and was voted as accepted.
- Consolidated the banking some more in Quick books. Was able to get the Savings Account up to date, and will work on the checking this Friday, October 11-2013 @ 5pm at Heather Schofield's house.
- Michelle is to go by the bank and request a copy of the deposits that occurred in 2013. List below:
  - 8-27-2012
  - 11-1-2012
  - 1-28-2013

- 3-29-2013
- 7-12-2013
- 8-9-2013

Meeting adjured at 12:35pm

## **Southfork POA**

### Board Meeting Minutes

October 11, 2013

- Meeting called to order: 5:00pm
- In attendance: Christy, John, Michelle, Heather, Paul
- Paul went over the information that was shared at the Water meeting.
  - o The changes that are to be made to the pump buildings.
  - o The cost and will get many estimates and then go with the lowest bid.
  - o Where to get the money:
    - Loan
    - \$30.00 a month to each bill for the next 20 years
    - \$360.00 Against home property for 20 years
- Michelle received email about someone wanting to be part of the board, and that the husband wants to be part of the water board.
- Copy/attach a certified/return receipt be sent to former board member and have 30 days to get a reply back.
- Christy helping out with the deposits/balancing the account within the laptop.
- Board is concerned about the dollar amounts that are unclaimed.
- Insurance being taken care of by John. Going to go through another company and thinking that we only need \$50000.
- Budget is under \$5500.
- Diane Stone has the mowers.
- Michelle to look into the phone company.

- Michelle to get a hold of the Title company for addresses to put \$\$\$ amounts towards the right home owners account.
- Meeting adjourned 6:45pm

## **Southfork POA**

### Board Meeting Minutes

November 7, 2013

- Meeting called to order: 5:30pm
- In attendance: Michelle, Heather, Paul
- Mailbox= \$240 a year for the fee. Paul will go pay the next six months \$120.00
- Certified letter was put together and went out to former board member. To send this letter it was \$15.31 plus some more stamps.
- Water company: Neighborhood folks are wanting the board to do something about the water company and the billing.
- Would like to next year do a Trunk-or Treat for the community for the kids to go to, a BBQ, and pot luck.
- Absolute messaging Michelle still getting info.
- Michelle left messages for the title company's about the three checks that she received.
- The sign yet to be changed
- Meeting adjourned 6:17pm

## **Southfork POA**

### Board Meeting Minutes

December 7, 2013

- Meeting called to order: 4:30pm
- In attendance: Christy, John ,Michelle, Heather, Paul
- Dec 14, 2pm (Saturday) full POA meeting
- Discussion about the big 18 Wheelers being stored on peoples properties
- A proposed budget for 2014
- Large animals (What is allowed and not allowed)
- No 2013 Dues owed for homeowners
- Invoices for 2014 dues will be sent out mid April 2014 to hit the 2014 tax year.
- Insurance (What dollar threshold do we go to)
- Dora to be changed over (\$19.00)
- Meeting adjourned 6:35pm