

Georgetown on the Park HOA Board Meeting

When: Tuesday, November 20, 2018, 5:30 pm

Present: Brenda Norris, Becky Nyman, Brett Walker, Jane Loftus, Armida Cervantes (TPM), Brenda Wilson

Absent: Rich Wells, Boyd Rollins, Bill Bodily

(All action items are reflected below in **bold**.)

- Welcome
- Minutes approved—Brenda N. motioned, Becky seconded, unanimous approval
- Financial report (Jane)
 - Reserve at \$15,053.29
- Cashflow (Armida)
 - Review of recent expenses
 - Electricity is a bit higher—paid October and November bill in October
 - Discussed HOA dues delinquencies, Brenda N. requested a periodic update on collections efforts and progress (**Armida to handle this**)
 - Becky moved to approve, Jane seconded, unanimously approved
- Bill and Boyd both resigned from the board. Brenda N. moved to approve this. Brett seconded. Unanimously approved.
 - Brenda N. brought Thank You cards for Bill and Boyd for us all to sign.
- Attorney invoice review by Jane
 - Tyler responded with a discount but still hasn't received \$4K
 - Armida to report on the \$4K check and how TPM has handled this
 - Jane believes the updated invoices reflect the charges we now owe
 - Jane raised the question of whether we would bill owners for charges incurred by owner-initiated efforts
 - Jane proposed we pay an additional \$2K on our amount owing—Brett asked to confirm the \$4K is credited before the \$2K is then paid. Brenda N. motioned to authorize **Jane to transfer the \$2K**. Becky seconded. All approved.
 - The attorneys have been instructed not to take calls from owners and that the HOA will not be paying for any charges related to owner inquiries. Brenda N. suggested the attorney handle the billing and collections for owner-related costs. **Jane to have Tyler bill Neil Harris directly for recent charges.**
 - Jane raised the issue of costs incurred by the “takeover” of \$1,918. **Brenda N. suggested we discuss this in our next meeting.**
- CC&R update covered by Brenda N.
 - Brief overview of the cover letter proposed by the attorney—do we send this alone or add anything?
 - Discussion about sending this as a cover letter from the board—**Brett to write the letter**
 - Brenda N. to confirm with Tyler which voting level (as outlined in his cover letter) takes precedent. We think the current CC&Rs prevail—65%.
 - Process to follow
 1. Email sent to all owners with request to vote via docusign with option to print ballot
 2. Set soft deadline of 12/15/18 with hard deadline supported by board outreach of 1/15/19
 - **Brett to track opens and report to board for outreach. Board members to follow up before 12/15/18.**
- Spring walkaround update by Brett

- Proposed sending an update to all homeowners thanking those who have completed tasks, reminding those who have incomplete tasks that they will need to complete these by end of May 2019 and to plan ahead (expense and finding contractors), and indicate that the 2019 walkaround will take place in April/May 2019
- Brett motioned, Becky seconded, all approved
- Outstanding tasks
 - Discussion about investigating a few other pool gate latch options. Agreed to revisit in the spring.
 - Concerns about clubhouse cleaning. Rich got a one-time cleaner for \$60. Approved to do this one-time. Brenda W. plans to use the clubhouse on 11/25 and will make a call on how much still needs to be cleaned.
 - Discussion about checking clubhouse after it is used. Discussion about requiring a deposit and possibly a fee of \$25 or so.
 - Brenda N. asked **each board member to review the rule book on parking, describe the extent of the problem, and submit ideas.** We will explore handling this issue via email.
 - Keypad is installed. Needs to be connected to WiFi.
 - Newsletter to go out in November/December
- Brett moved to not meet in December. Seconded by Jane. All approved.
- Adjournment by unanimous decision. Next meeting January 15, 2019 6:00 pm.

Georgetown HOA

Outstanding action items—Updated 11/20/18

What	Who	Assigned	Due	Status
1. Pool shed (3 bids)	Rich	6/5/18	Spring	Review proposals again in the spring as finances become available
2. Replace pool gate latch	Rich	6/5/18	Spring	Provide a bid to rebuild the pool gate. Replace as is will cost \$238. New style is \$600. Request to explore better closing mechanism as well. Put off till spring.
3. Concrete repair proposal	Jane	6/5/18	Spring	Brett provided Jane with resource on concrete coating
4. Garage trim maintenance	Jane	6/5/18	Spring	Need an approach for the older and newer units
5. Report on Provo City maintenance of sycamores and front parking strip	Brenda W.	6/5/18	6/19	Brenda W. to get details from Jane
6. Main water line responsibility (check with city)	Brenda W./Jane	6/19/18		City slow to respond
7. Pool signs	Rich	7/17/18	2019 summer	Brett sent proposal to Rich
8. Fix wading pool light	Rich	7/17/18	2019 summer	