

BOARD MEETING MINUTES
ASPEN SHORES HOMEOWNERS ASSOCIATION
January 15, 2018

Present:

Board Members: Pat Boynton(Treasurer), Sharon Sherwood(President), Leslie Bigos(Secretary), George Juarez(Member at Large)
By Phone: Brandon Parker(Vice President)

Home owners present: Liz Carter, Jackie Parker

Time of Meeting: 7:10 pm, Home of Leslie Bigos - 2810 Akamai Way

Open Forum Issues:

Installation of New Officers:

Transfer of pertinent information from old to new officers was accomplished. Past secretary, Jackie Parker, testified that the new Board Members are as listed at the top of these minutes.

Website: Leslie Suggested posting minutes/agenda to the website. This area will be password protected. Yes: 7, No: 0 Post minutes to website? Password protected.

OLD BUSINESS:

Minutes: Approve the minutes of October 16. Yes: 5, No: 0

Financial Report:

Profit & Loss/Balance Sheet:

Approve Profit & Loss/Balance Sheet with the exception that one line item for \$65 was mistakenly charged against Office Expense instead of against Accounting Fees. Pat will ask the accounting firm to correct.

Profit & Loss Accepted: Yes 5; No 0

ACCOUNTING

Letter from Accounting Firm Linder & Goetz regarding raising their rates from \$65 to \$75/month. The firm renders the following services to the HOA: recording deposits, recording transactions, recording journal entries, reconciling bank statements, preparing quarterly homeowners dues invoices & prepare 1099s at year end.

Vote to approve Accounting Firm contract: Yes: 5 ; No: 0

Discussion of Reallocation of \$6,000 extra funds from 2017

It was proposed that checking account money might be invested into a CD. The board discussed laws regulating septic set aside and septic reserve funds. The board decided to table the discussion of moving funds until the future.

Irrigation - no report

Septic - Ricard Joya (owner of Orchard) came by to report a Leak in tank 4 having to do with electrical system. The breaker had turned off in main breaker panel. Once breaker was turned on, Pat & Larry turned on pumps. The Keyhole alarm was not working. Something is causing the breaker to trip. It was determined that the float clip had sipped so float was not in the right position.

Jackie queried as to whether we have an monitoring schedule. Discussed the need for aa monitoring schedule with one person from each circuit.

DISCUSSION OF COMPLAINTS and METHODS FOR FILING COMPLAINTS

New procedure to ensure that all complaints are addressed in a fair and timely manner, here is the procedure:

1. Members should try to work out problems amongst themselves.
2. If complaint becomes escalated, please contact Member at Large Board Member George Juarez.

COMMITTEE CHAIR PERSONS

Current committee chairs, subject to review.

Dock/Buoy - Greg Klingel

Irrigation - Howard DeLong

Maintenance - Jacker Parker (for trees and shrubs on common areas not the park)

Septic - Larry Morgan/Dan Bigos/Pat Boynton/KC & Case Kwak
Strategic Planning - Sue Baker
Park - Carlos Luna & Jim Boyton

BANKING SIGNATURE CARDS

Discussion of signing requirements for checks with Banner Bank. Proper documentation of the valid signors must be presented to the bank. Sharon Sherwood to bring documentation to the bank.

SCHEDULE OF BOARD MEETINGS

First Monday of every month:

February 5, 2018 @ 7:00pm - Home of Leslie Bigos - 2810 Akamai Way

March 5, 2018 @ 7:00pm

April 9, 2018 @ 7:00pm

May 7, 2018 @ 7:00pm

General Board Meeting:

Discussion of 2 general meetings per year. Tentative months scheduled for May and November

Suggested Topics for Next Meeting:

1. New contracts for landscape professionals, Carlos Luna & Howard DeLong
2. Landscape plan
3. Committees

Meeting adjourned 8:48pm.

Respectfully submitted,

Leslie Bigos
Secretary