

Montgomery West HOA meeting

Minutes for September 12, 2017 meeting

Call to order: 7:12 pm by President Mikayla Higgins

Attendees:

Mikayla Higgins, Rod Olaya, Vincent Delgado, Michele Heffner, Lula Davis

Approvals

- May minutes
 - o Review draft of the minutes from May 16, 2017 MWHOA board meeting. Updates needed in the first (1st) section of the Community New/County liaison issues. Minutes to be reviewed at the next board meeting (Oct 17)
- Overdue Account Policy
 - o Review of the proposed draft by the board, additional clarifications concerning the wording of the late fees assessment in paragraph 2 of the policy draft were noted and board agreed to review the final draft and submit for approval at the next board meeting schedule for October, 18

Treasurer's report

- 2017 Budget & asset (balance sheet) review & update
 - o Through September, all line items are tracking on budget for the year
 - o Received notice from Quick book rate change starting in November 2017.
 - o Process was initiated for the purchase of a new CD to add to our current reserve fund portfolio
 - o Review balance sheet and treasurer's clarifications on outstanding line items from previous years
- Aging report -- Review status of outstanding (late) accounts
 - o 3 lots over 2 quarters overdue send a notification letter from the board
 - o 3 lots over 4 quarters overdue referral to lawyers for letter of intent for a lien
- Proposed 2018 budget
 - o Review proposed 2018 budget:
 - In-line with 2017 budget, with changes to the Penalty Assessment, processing fees, QuickBooks pro subscription and potential changes following of the lawn service expenses for 2018.
- Tax return/ audit status
 - o Cabinet Deleon & Stang to initiate an audit in the upcoming weeks
- Funds Policy draft review
 - o Following review, clarifications and changes needed were listed.
Board agreed to review the final draft and submit for approval at the next board meeting schedule for Oct 17.

AERC Committee Report

- o Scheduled Fall Survey by AERC committee for Saturday, Sept 30, 2017
- o Updates on other Greenlink cleanup items
- o Review Outstanding AERC violations/applications -- No majors violations and the HOA members, that received a notice from the committee, are addressing the violations

Annual Meeting prep

- Items and responsibilities for the MWHOA Annual meeting, scheduled for 11/14/17, were reviewed
 - o Room reservation -- Mikayla H.
 - o Meetings minutes summary -- Vincent D.
 - o Treasurer's reports -- Michele

- Ballots/nominees (are to be sent with Fall newsletter)
- Notices to be sent by 10/14

Community News/County liaison issues

- Updates on HOA property boundaries
 - Board review current map of the MWHOA, identifying the following areas
 - MWHOA common areas
 - County owned areas within the MWHOA
 - Lawn services areas under the MWHOA (includes county owned areas)
- Landscaping and signage concerns from Bill Roberts
 - The board review the list from Mr. Roberts and agreed to include the list in the upcoming Fall Survey of the AERC committee scheduled for 09/30/17
- Newsletter ideas /volunteers
 - Reminders of county street plowing rules & responsibility
 - List improvement projects completed in 2017
 - Upcoming projects

Other business

- Notification to Green link of common areas not being mowed
- Review status of leaning retaining wall by Marsh Hawk Lane - No changes to report

Reminder – 2017 meeting dates

Jan 17, Mar 14, May 16, Sept 12, Oct 17, Annual meeting Nov 14

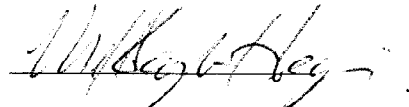
Closing

- Motion: call to adjourn meeting by Mikayla Higgins
 - Vote: Motion carried unanimously
 - Resolution: Meeting adjourned at 9:30 pm



Vincent Delgado, Secretary

Date 10/17/2017



Mikayla Higgins, President

Date 10/17/2017