

Montgomery West HOA Meeting
October 18, 2016
7:00 pm

Members in Attendance:

Mikayla Higgins, President
Rod Oyala, Vice President & AERC Chair
Michele Hefner, Treasurer
Mike Anderson, Secretary

Nonmembers in Attendance:

Ashley Mendez
Steve Higgins

Opening

- Meeting called to order at 7:22 pm by President Mikayla Higgins

Approvals

- Motion: Call to approve 5.16.16 MWHOA board meeting minutes by Mikayla Higgins
 - Vote: Motion carried unanimously
 - Resolution: 5.16.16 MWHOA board meeting minutes approved
- Motion: Call to approve 9.13.16 MWHOA board meeting minutes by Mikayla Higgins
 - Vote: Motion carried unanimously
 - Resolution: 9.13.16 MWHOA board meeting minutes approved

Treasurer's Report

- Balance sheet reviewed – two years of reconciliation completed due to adjustments not being made, the audit is included
- Three adjustments: interest on CDs (year-end statement not adjusted); receivables; depreciation on assets (minimal assets)
- AR Aging Summary – three over year past due; written policy needed.
- Motion: Call to vote for letter of intent for a lien after one year (4 quarters behind) by Mikayla Higgins
 - Vote: Motion carried unanimously
 - Resolution: Letter of intent for a lien (warning letter) after one year (4 quarters behind) will be sent to homeowners behind on assessment payments.
- Profit and Loss Budget Overview: savings account opened for legal reserve funds; operating funds left in checking account
- Proposed 2017 Budget review: Increase in storage, accountant, bookkeeper, and Quickbooks Pro
- Motion: Call to vote Quickbooks Pro to be used for record keeping by Mikayla Higgins
 - Vote: Motion carried unanimously
 - Resolution: Quickbooks Pro will be used by the MWHOA Treasurer in account recordkeeping.

- Motion: Call to vote for DeLeon and Stang to remain MWHOA auditors by Mikayla Higgins
 - Vote: Motion carried unanimously
 - Resolution: DeLeon and Stang will remain auditors for MWHOA.

AERC Report

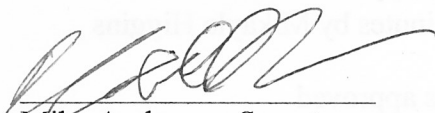
- Greenlink working on landscaping project on median by Swallow Court, bushes still needed.
- Fall survey indicated only a few violations.

Other business

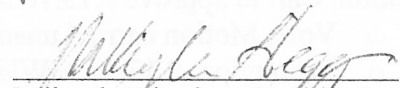
- Snow removal will need to be from a licensed and insured for bus stops and sidewalks
- The MWHOA website has been updated.
- Dog waste signage discussion tabled.

Closing

- Motion: Call to adjourn meeting by Mikayla Higgins
 - Vote: Motion carried unanimously
 - Resolution: Meeting adjourned at 8:30 pm
- Next meeting date is Tuesday, November 15 at 7:00 pm ^{7:30 pm} WA


Mike Anderson, Secretary

Date: 11/15/16


Mikayla Higgins, President

Date: 11/15/2016