

## March 2023 Minutes

### 1. Call to Order

Meeting was called to order at 6pm

a. Secretary – Board members will take turns taking meeting minutes until a permanent secretary is in the position.

2. Homeowner Input – Two homeowners were present at the meeting: Don Johnson, Kate McGinley

3. Approval of Minutes – Lisa presented edits for consideration. Some edits will be made, some will remain as is as voted on by the Board.

### 4. Old Business

a. Meetings – changing the tone

Chuck stated – He called for complete transparency on Board actions and inclusions of all Directors and all decisions. This would allow for homeowners to be aware of all programs and actions of the Board. The Directors should be accountable for all decisions and actions concerning the Association.

Chuck presented a mission statement for review and made a motion to approve. It was discussed and decided that Board members will review and bring feedback to the April meeting for continued discussion and finalization.

Chuck proposed we hold Board meetings via Zoom for more homeowner visibility, live feed only, not recorded. No participation would be included from Zoom attendees. Christine suggested we add a newsletter topic and see if there's interest. Homeowner stated it may not serve a purpose, but maybe for the annual meeting. For the annual meeting we need a quorum and in-person voting. Chuck will add to the May newsletter.

Chuck proposed making audio recordings of Board meetings to be saved in the archives. Chuck made a motion to record future meetings, stating homeowners have a right to hear the recordings upon request. Chuck consulted with the attorney. Homeowner stated she would not want it to be recorded. Open meetings can be recorded, per Christine. Several members of the Board mentioned that sometimes sensitive homeowner information is discussed that should not be made public. This will be tabled for further discussion.

Chuck proposed creating committees for projects. He is unaware of budgets and stated the treasurer's report doesn't give him the information he's looking for. Lisa described how the budget process works for Tim's architectural and maintenance budget and her landscaping and grounds budget. Wayne is concerned contractors may take advantage of us. Chuck stated we shouldn't sign contracts until we've reviewed three bids. Board discussed that price is not the only factor that should be considered. Homeowner stated that more transparency about what rolls up to each budget could be listed out.

Homeowner stated we could ask homeowners for contractor recommendations.

Vote – Directors of projects should submit budgets for board approval before an overall annual budget is finalized.

Motion passed.

Vote – Directors will source and submit a minimum of two (ideally three) bids for ongoing and upcoming projects for board approval before contractors are assigned. Motion passed.

#### b. Website – pictures and bios

Board members will submit pictures and bios to Chuck, he will post on the West Park Hills website.

### 5. Directors Reports

#### a. Chuck – President

Solicited requests for pets for the next newsletter.

#### b. Carol – Treasurer

Delinquency is \$10,215. Three homeowners are selling, so dues will be paid off when homes are sold. One foreclosure has been initiated, our attorney has the information, with a Chapter 13 filing involved.

\$61,000 was withdrawn from the BMO CD and a check was written to Edward Jones for investment into a money market account. Carol will get current interest rates for the Board to consider keeping in a money market or getting another CD. Will leave it in the money market and move it over in April.

Wings Financial money market account. Carol suggested taking part of that balance and moving it into a CD there at 4%. Wings at 11 month at 4%. 18 months at 4.50%. Carol will bring information to the next meeting for review.

Carol requested Chuck add a note to the newsletter that dues are \$235. She's been getting payments for the old monthly amount.

c. Wayne – Rules and Regulations

Wayne reported he has been keeping an eye on garbage and recycling carts and moving them as necessary. Chuck will add a note in the next newsletter with a request for homeowners to add house numbers to their carts for easier identification.

d. Lisa – Landscaping and Grounds

Miller has been doing a good job with communication about snow removal. Lisa sent out an email with a schedule of snow removal for the last three-day storm and that helped with homeowner inquiries on timing for plowing and shoveling.

Lisa is still working with the Republic Services account manager on accurate pricing and invoices for trash and recycling.

e. Christine – Member at Large

Christine will resume distributing ice melt and will get it back from Chuck.

f. Tim – Architectural and Maintenance

Nothing major to report, some minor inquiries.

g. Rod – Member at Large

Open positions – President and secretary. We are still soliciting candidates for both positions. Chuck consulted with the attorney and since he was vice president, he assumed the position for president per state law. He is the president until the next election. We will vote on the president position when Tim returns in person.

## 6. New Business

Wayne asked for a few minutes to review accomplishments from the last year. First the rules and regulations were updated (please take time to review), I think you will see the changes reflect heavily on the good neighbor policy. Second, approval was voted on to bringing in actual financial statements vs a summary, this passed. Third, the continued push to make sure our assets are earning the best rates. we have made good advances in this area and there is still more work to be done.

Wayne spoke about the changes/updates the Board has made as a collective group. The goal is to use the skillsets of all Board members to make decisions about rules and regulations, financials/investments, etc., with more accountability, transparency and teamwork.

7. Other Business

None.

8. Adjourn – meeting was adjourned at 7:55pm