

Bel-Aire Estates Home Owners Association Board Meeting Minutes

TYPE OF MEETING: Board Meeting

DATE AND LOCATION: Feb 4, 2015 – 6:30 PM
Janet Buckner's House

BOARD MEMBERS IN ATTENDANCE: Richard Warshaw
Janet Buckner
Eric Cook
Richard Lewis
Katie Cole

BOARD MEMBERS ABSENT: none

OTHER ATTENDEES: Judi re: HOA financials

MEETING CALLED TO ORDER The meeting was called to order at 6:45 PM

REVIEW AND APPROVAL OF MINUTES Prior meeting minutes were approved

PURPOSE OF MEETING

1. Recurring Business
 - a. Bookkeeping discussion (Judi)
 - i. Annual dues/warning letters
 - ii. FINAL Budget discussion and approval for annual meeting on 2/12/2015
 - b. Discussion of outstanding fines/liens/letters
2. Annual meeting discussion
 - a. Meeting agenda and responsibilities
 - b. Proxy count and forward plan
 - c. Talking points for each person
3. Other Business
 - a. Snow removal contract
 - b. Any open issues

DISCUSSION

- Review of 2014 P&L and 2015 budget with Judi
 - Only changes to prior discussion of 2015: Legal fees reduced, landscaping increased
 - For 2014: decided to show cash basis and not accounts receivable in annual meeting
 - Bring 25 copies of 2015 budget
 - Direct to web site for 2014
- Outstanding fines, etc

- Fines, liens and notices for 4 properties were reviewed; course of action determined
- Web site
 - Convert 1/7/14 minutes to pdf and post
 - Revise neighborhood map and repost
- Meeting agenda and responsibilities
 - KC to develop ppt for meeting and distribute to board for input
 - KC will compile input into master version
 - “Test drive” with RW using KC’s laptop and RW’s projector
 - Agenda and responsibilities set as follows:
 - Welcome and quorum: RW
 - Summary of changes and accomplishments: RL
 - Presentation of financials and 2015 budget: JB/KC/EC (Judi)
 - Proposed amendment -- Review, discussion and vote: RW
 - Nomination of Director(s) and vote: RW
 - Open discussion – questions/concerns/feedback from homeowners: RW
 - Adjournment
 - Proxy count and forward plan
 - 17 proxies received to-date
 - Plans developed to increase that number via canvassing
 - Talking points, approach and rationale for annual meeting were discussed
- Open Issues
 - EC delivered boxes from K-Management to JB
 - JB to assess digitizing of contents
 - KC will help review contents of boxes sometime in the next month
 - KC to ask snow removal contact for a “trial run”

DATE FOR NEXT MEETING

The next meeting will be the 2/12 HOA annual meeting.

ADJOURNEMENT

The meeting was adjourned at 9:15 PM.