

Teal Lake Village Assoc. Board Meeting

July 20, 2015

**Board Members Present:** Gil Skinner, President, Sheila Twohey, Vice President, Clark Ruggles, Treasurer, Chuck Gerstenberger, Secretary, Bill Van Ry, ARC chairman, Tom Anderson, Landscape chairman.

There were 9 other TLV residents in attendance.

The draft minutes for the May 2015 meeting were approved.

Introductions were made by those in attendance.

“Board vacancies” was added to the agenda.

The agenda was approved by the Board.

**Financial Report:** Clark provided the P&L Statement for the period ending June 30, 2015. Expenses and revenues are on track. Due to the fact that there is an adequate cash balance, Clark recommended we give a Dues Holiday in the amount of \$200 per lot. The Board voted and approved the Dues Holiday.

Clark advised that he updated the TLVHOA filing with the Secretary of State regarding the current Board members and their positions and addresses at a cost of \$10. In addition, Clark had Anderson Accounting Group prepare our Federal Income Tax Form 1120-H for him to file, at a cost of \$250. Both of these items were approved by the Board.

Clark presented the 2016 budget estimates and noted that he increased the Landscape budget by 5%, however we are still waiting for the proposals which are due by July 31.

The Financial Report, along with the proposed 2016 budget was approved by the Board.

**ARC Report:** Sheila Twohey advised there have been 11 new permits approved at the village level and 2 permits approved at the SBCA ARC level since the last meeting.

The 2 permits approved by the SBCA ARC for tree trimming, also required the County’s approval. Sheila stated that there is much confusion on when a County permit is also required. She provided a list of projects, such as replacing a heat pump, which would require a County permit. The information will be discussed at the Annual meeting. Or if you need information sooner, Sheila can provide it.

Both Sheila Twohey and Bill Van Ry were recognized and thanked for all the time and work they have put into getting these permits approved. The Board and audience responded with a round of applause.

The ARC Report was approved by the Board.

**Landscape Report:** Tom Anderson gave an update the activities taking place for our new Landscaping contract.

Tom and Jennifer Portz sent out RFP for our new Landscaping contract which are due back by July 31. The scope of work remains the same, although they will also be looking for the contractor's plan for how they intend to manage the work, as well as how they plan to get lawns (those that need it) brought up to standards.

There were 6 responses to our RFP. Of those 4 made on site visits with Tom. Those include McLean, Windy Point Services, Deers and Northwest Services. The other 2 who responded are TruGreen and Four Seasons.

A committee consisting of Jen Portz, Glenn Waldenberg, Tom Anderson and Chuck Gerstenberger will meet the first week of August to review the responses/proposals to the RFP and provide findings to the Board.

Discussion was held regarding our current "State of Drought" and what if any action we should take. We haven't received any notification from our water provider regarding restrictions at this time so no action by the Board was taken.

There was also discussion on the reseeding of lawns and the need to have them watered. When this is done, homeowners will be notified of the need. Unless the lawns are properly watered, it is hard to hold the contractor responsible for the success of the reseeding.

Tom advised that TruGreen's new branch manager is taking steps to improve their service, such as having 2 on site managers and introducing a new on line request form. The link to the new form will be sent to homeowners at a later date.

The Landscape Report was approved by the Board.

#### **Old Business:**

Village Yard Sale: Barb Skinner advised that the sale was a success on many levels, including the social aspect of meeting neighbors in the village. There were about 12-15 participants. Expenses for advertising/signs was \$190 of which approximately \$70 was recouped. The signs can be used again as no dates were printed on them.

#### **New Business:**

Assessment of Proposed Proactive Management: Bill VanRy prepared a summary of the strategy and issues to ensure homes and yards are kept up to the standards set by the Village's CC&Rs (Note: This document is available upon request). Gil gave a review of this stating that the Board has a duty to ensure the CC&Rs and Design Standards are being followed. This needs to be done to ensure the Village as a whole as well as everyone's individual properties retain their value. This will be done by using a systematic approach to viewing properties (front & back yards) to identify and problems/issues. The Board will then confer with the property owner to have the problem/issue corrected. This is the same approach as many other HOAs use, including those under the LMC (North Bay). This information will be communicated in our Annual Meeting.

Annual Meeting: Homeowner notification, including voting information must be sent 30 days in advance of our meeting. Board members and others will gather the first week in August to prepare the packets for mailing.

Board Vacancies: Gil stated that he has not received any homeowners volunteering for the Board. At this point, Sheila has one more year on the Board, and Tom, Gil and Chuck have stated they will run again. We could use at least one more Board member.

**Member Comments:** Barb Skinner added that her and Janice Chamberlain and Phyllis Waldenberg have sent out a request for interest in a “party” to be held after the Board meeting and are moving ahead with planning.

The meeting was adjourned. Next meeting (Annual Meeting) will be September 21 at 3:30PM at the Bay Club.

Submitted By: Chuck Gerstenberger, TLVA Secretary