

Pleasant View HOA

MEETING MINUTES (February Board Meeting)

DATE	February 20th, 2017
TIME	6:00 PM MT
LOCATION	Glen Garra
AUTHOR	Steve Schmidt

ATTENDEES:	Ruth Hexter Marcus Jackson John Rettmayer Donna Dietz Bill McGlynn Mike Tuinstra Mike Ratzburg Claudia Hall Garth Lambie Steve Schmidt
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OBJECTIVE
Monthly Pleasant View HOA Board Meeting

DISCUSSION NOTES
<ol style="list-style-type: none">1 Call To Order2 Consent Agenda<ol style="list-style-type: none">a) Minutes<ul style="list-style-type: none">-Motion to Approve: 1st: John R; 2nd: Ruth; Motion Passed3 Reports/Presentations<ol style="list-style-type: none">a) Treasurer's Report (Ruth Hexter)<ul style="list-style-type: none">-Motion to Approve: 1st: Donna; 2nd: Marcus; Motion Passed- Discussion on duties (Clerical and Bookkeeping) of the current Treasurer/Bookkeeper based on monthly activity-- Add to HOA Newsletter for a co-bookkeeper to shadow Ruth to cover for vacations, etc...-- Motion to Approve Ruth's Salary for the remaining 2017 FY: 1st: Marcus; 2nd: Mike R., Motion Passed- Discussion on the approval to Purchase a 4-drawer file cabinet Firesafe for \$250 plus \$50 delivery.---Motion to Approve \$300 for purchase and delivery: 1st: John R; 2nd: Mike T., Motion Passed- Ruth presented new Auditor selection of "Wipfla" to conduct 2016 HOA Audit.b) Grounds Committee (Billy McGlynn)<ul style="list-style-type: none">- Need to find grounds committee replacement due to Billy moving from the neighborhood.c) Finance Committee<ul style="list-style-type: none">- Nothing to reportd) Neighborhood Watch (Donna Dietz)

Pleasant View HOA

DISCUSSION NOTES	
- Nothing to Report	
e) Covenants Committee Report	
- Updates on one complaint.	
4 Reports of special (select and ad hoc) committees	
5 Unfinished business	
6 Old Business	
-Discussion of Mary Jane Blvd. Extension	
7 New Business	
Meeting adjourned at 7:15 PM	

PRIOR ACTION ITEMS			
Description	Assigned To	ETA	Current Status
Prior Meeting Minutes			

Pleasant View HOA January 2017 Board Meeting
Glen Garra Place
6:00 PM
Mike Tuinstra, Secretary (for the night)

Attendees:
Ruth Hexter
Marcus Jackson
Donna Dietz
Mike Tuinstra
Mike Ratzburg

Pleasant View HOA

Claudia Hall

Garth Lambie

John Rettmayer - excused

Billy McGlynn - excused

Steve Schmidt - excused

1. Call to Order by Claudia – 6:00 p.m.

2. Consent Agenda-

Approval of meeting minutes from December 2016 Board meeting – Ruth moves to approve minutes, Donna 2nd, no objections.

3. Nominations and Elections of New Officers

Accomplished last month, welcome to Garth Lambie, our new board member.

4. Reports/Presentations

a. Treasurers Report (Ruth) –

i. Discussion of financials, year-end changes. All work done except for filing taxes. Mike R. moves to approve, Marcus 2nd, no objections.

ii. 2 bids out for audit of our books. Is done every three years, but was missed in 2016.

b. Grounds Committee (Claudia, for Billy) –

i. Snowplowing going well, we may have issues if we get more snow and current levels don't melt.

ii. Billy suggests we remove the Bailey's Coffee House advertisement from our newsletter. Will be discussed at the next meeting.

iii. Bill also got a \$100 gift card for Nature's Best.

c. Finance Committee (Claudia) –

i. Nothing new to report

ii. Maybe have an introductory meeting in March.

iii. Interest from a homeowner named Rob, for joining the Finance Committee.

d. Neighborhood Watch (Donna) –

i. A couple of suspicious activity reports in the early a.m.

ii. 1 vehicle stolen from O'Leary Street south of Connery Circle during the day.

e. Covenants Committee (Mike T.) –

i. 1 letter sent out recently for a trailer in the street on Kingsbury Road.

ii. Other complaints and issues from last year dealt with yard maintenance, which is currently not an issue with snow on the ground.

Pleasant View HOA

5. Unfinished Business

- a. Ruth's salary hours to be broken down between clerical and bookkeeping.
- b. Discussion on when Ruth needs to send out monthly financial reports to the Board. Recommend following Policy 1210 which says 5 days before. Mike R. made (Not sure this motion does anything, Policy 1210 still takes precedence)
- c. We need to update the Board position and contact info with First Security Bank. Also need 2 people to have access to online banking. Ruth and Claudia will work this out.
- d. Discussion on purchasing a fire-proof filing cabinet for Ruth to ensure all Board document and important financial paperwork is kept safe. Review Policy 2050 for records retention.

6. Old Business

- a. Costco and Mary Jane extension – no one really had an official status of the project, but it sounds like it may be tabled for the present. City seems bent on forcing Costco to extend Mary Jane, which they are opposed to.

7. New Business

- a. Tree Trimming – John recommends educating homeowners before the next round of trimming begins, especially in areas with larger and more established trees. John will provide info for printing of door hangars to be distributed on the homes, and the Board will have them printed and distribute them.

8. Claudia makes a motion to adjourn at 6:51 p.m., Mike R 1st, Marcus 2nd.