

**HCBR POA Board of Directors Meeting**  
**Held: 6/28/05 at 7:30PM at Megan's**

<u>Members in Attendance:</u>	<u>Members Absent:</u>
Angela	James & Stacie
Daymon	Shawn & Jon
Dean	Todd
Dody	Wes
Megan	Tom R.
Scott	

*Items Discussed*

1. **Board Member Turnover:** Susan and Tom F. have both retired from the board for personal reasons, (Susan's section will now be served by James and Tom F.'s section will now be served by Scott); Chad and Marne are both selling their homes and moving to other towns, (Chad's section will be served by Megan and Marne's section will be served by Shawn); discussion was held about how to "recruit" new members willing to help us serve the community; no decision was reached but request was made that we keep looking for new volunteers
  
2. **ADC Report:** Dean reported that of the three homeowners that received the second warning letter, 2 have corrected their violations (the weeds in Section 15 were due to a mower repair issue and the homeowner has assured the board that he will clean up his lot as quickly as possible, and the Lube Truck near the Bell Tower has been moved offsite (thanks again to our homeowners for working with the board to address your neighbor's concerns!)) The remaining covenant violation (the RV on 100<sup>th</sup> Ave) remains an issue and the homeowner has been resistant to all the board's efforts to contact him to work out a mutually acceptable solution. After a brief discussion, it was decided that the ADC would once again attempt to speak to the homeowner in person and if that fails to achieve any results, a certified letter will be sent to the homeowner in two weeks that reminds him again that while the board has the power to begin fining him for his covenant violation we would much prefer to work with him to find a solution both parties find acceptable than to start filing liens against him. After a brief discussion it was decided that if all other efforts fail, the board will have no other choice but to begin using the new fining policy to "encourage" this one homeowner to comply with our covenants as it is not fair to our members to allow one homeowner to infringe on the rights (and property values) of everyone else in HCBR
  
3. **Outsourcing:** Due to the recent spate of departures (and a lack of new volunteers willing to serve), the board is researching outsourcing options that will allow us to operate efficiently despite our reduced volunteer core – once details are available, they will be presented to all
  
4. Discussion was held about creating a **neighborhood newsletter (or possibly a new section on our web site)** that would allow neighbors to post help wanted/help available ads for services such as babysitting, landscaping, lawn mowing, etc. to help make our community ties stronger – if anyone reading these notes is interested, please let us know, as we always try to act first on projects proposals that have strong member support
  
5. One of our homeowners located a telephone number for the builder that owns the empty lot at **9909 E. 100<sup>th</sup> Place North** (492-6677, Camelot Homes) – Megan has left 2 messages over the past week without receiving a response but she intends to keep calling their secretary (Johnny) until the builder addresses our concerns with the general appearance of the lot on 100<sup>th</sup> Place North and our member's concerns about the recent erosion of the lot (following Battle Creek's efforts to re-grade the pond) is now causing damage to his privacy fence
  
6. **Coventry Gardens/96<sup>th</sup> Street Entrance** – Daymon spoke with the City of Owasso and determined that the City owns the road itself (asphalt only) but no one is on record as owning the land around the entrance (as Coventry's developer apparently never filed the proper paperwork after purchasing the land), Coventry tells us that their developer has promised to have the land surveyed by the end of July so that their developer can deed the land to Coventry (which would put it on the City's rolls) and then Coventry could quick-claim that entrance to HCBR who would then assume ongoing maintenance and erect a proper entrance sign for HCBR at the 96<sup>th</sup> Street entrance. The board understands that this project is a high priority for many of our homeowners because the 96<sup>th</sup> Street entrance is much more visible to potential homebuyers (being located next to the school and across the street from Fairways) than our current "main entrance" on

97<sup>th</sup> E. Place (and is also used as a “main entrance” by more than half our homeowners.). As an interesting side note, we have learned that Coventry has requested that the City annex their neighborhood and that the City is considering their request which would also help to improve the appearance of the southern side of our neighborhood. As an FYI to all, we understand that this project is important to you and we are working on it diligently – when we have more to report – you will be the first to know.

7. **Landscaping** - Daymon offered to pull the remaining stakes from around the trees at our main entrance and the project was accomplished over the July 4<sup>th</sup> weekend (thanks again to Daymon for his hard work on this – it is very much appreciated!!!) Discussions were also held about repainting the fence outside our main entrance (and upgrading our entrance lights to make them brighter) and board members are currently gathering quotes/estimates on both projects. A landscape committee meeting was held a week later on Tuesday, July 5<sup>th</sup> to discuss creating an annual landscaping budget and commons area landscaping plan that our new landscape coordinator (Wes) will direct on behalf of our community. After surveying the existing beds it was determined that new plants will be ordered/planted to provide our main entrance area with some much-needed color, and that extensive cleanup/weed removal is required in both commons areas (Wes will be planning a neighborhood improvement day where our homeowners will be invited to help the board improve our property values by upgrading the general appearance of our common areas – stay tuned to the website for details or call Wes (or Megan) if you would be willing to help)
8. **Web Site**: Megan reported that the web site updates were almost complete and that she would be continuing to post her notes after each board meeting from this point onward. She also mentioned that our web traffic may soon increase since our website has now been indexed by Google (and linked to by the City of Owasso’s home page).
9. **Insurance Quote**: Megan has completed (and submitted) the Myers Reynolds insurance application and the board is now awaiting a response to our insurance applications.
10. **Secretary**: Megan is still secretary for now – and is still looking for her replacement. ☺
11. **Dues collection**: Daymon reported that HCBR currently has a 85% collection rate and that board members are continuing to personally contact the remaining 42 families that have not yet paid their dues so that we will not be forced to file liens against them in September. Daymon asked all board members to hand deliver third/final notices to the unpaid accounts in their sections by July 15<sup>th</sup>. After that date, our treasurer, Tom, will send the remaining unpaid accounts their invoice via certified mail to make absolutely sure that our non-paying homeowners fully understand that we will in fact be standing by our promise to our paying homeowners and that liens will be filed for nonpayment come September 15<sup>th</sup>.
12. **Budgeting Discussion**: It was discussed that each board member should have a \$200 budget for HOA related projects (so that they can take care of small projects that their section’s homeowners may request in between board meetings) and that the board needs to create a more detailed budget for 2005/2006 that allows each committee a defined operating budget to allow the board to operate more efficiently – as always, large project requests (\$200 or more) will continue to be subject to a vote of the full board and all requests for HOA funds will need to be accompanied by detailed receipts explaining what the funds will be used for.
13. **Pond Cleanup** – Megan reported to the board that the City has informed her that they accidentally made a mistake when they told us that Battle Creek must clean up the drainage ponds by June 30<sup>th</sup>. Apparently, per JB Alexander, the actual compliance date on their contract with Battle Creek is July 30<sup>th</sup> so our developer actually has three more weeks left to bring our drainage ponds up to the City’s standards.
14. **Neighborhood Watch**: Scott will contact the City to find out more information about organizing a neighborhood watch effort to make our community as safe as possible for our friends and neighbors

As always, the preceding notes are the conversations that occurred and the decisions that were reached as recorded in my notes – if there are any omissions or misstatements, please forgive them as I assure you they were completely unintentional! ☺