

Date: January 20, 2015
Time: 7:00 P.M.
Place: YMCA

Board members in attendance: Darrick Christensen, Jeffery Evans, Linda Howe, Roger Smith, Craig Tress, Brian Ashdown, Tammy Quinn

Sterling employee in attendance: Kris Wuerst

President Darrick called the meeting to order.

Minutes of the November meeting were read and approved.

Treasurer's report:	Operating account	\$ 23,462.37
	Reserve account	<u>\$148,692.62</u>
-	Total	\$172,154.99

Committee reports:

Landscape Report: Kris reported he had received 3 bids from companies interested in securing a contract for our monthly maintenance needs. One was from Red Oak for \$350.00; one from Stutzman for \$460; one from Velazcos for \$630. Kris stated he had not received any response from American Landscaping Co. After discussion the board decided to drop the bid from Velazcos. Kris was instructed to invite a representative from Red Oak to attend our next meeting and give a presentation which includes pictures of landscapes they have designed, a list of 3 current customers not associated with Sterling and 2 or 3 customers who have cancelled their services, and a proposal design for the barky knoll. Kris was asked to contact the city arborist regarding the trees on the parkway.

F & W Fencing – Kris stated the work was to begin December 12, 2014 but to date nothing has been done as they said they got behind on their schedule. When Kris contacted them he was told they would do the work the week of January 19, 2015. Board members are to watch for any work done. Kris was instructed to call for a report, confirm a date and ask for a clarification of the concrete mix.

ACC Report:

4691 Falcon St, SW, Mitchell Wiltbank, request for tree removal. Approval was granted by ACC members.

2001 Bobcat Avenue SW, Ted Trader (request for awning/pergola.) Kris said he has talked with Ted. Ted has contacted the city regarding a permit and has drawn up and submitted new plans. Approval was given on the condition he notify the board/ACC committee when he has been granted a city permit to proceed.

5201 Mallard Circle, Geen Gilhoolie-Greer. Kris was directed to send a letter that the fence needs repaired/replaced requesting a date when work will be done and a completion date. Copy of letter is to be sent to Board/ACC committee for approval before sending to homeowners.

Website/Facebook Report: Jeffery asked all board members review the website and send him any comments or questions.

Traffic and Safety Report: None

Unfinished business: Sterling was directed to send via regular mail a second dues letter by Friday, January 23, 2015. The date dues are to be paid is amended to read, "Payments postmarked on or before February 28th will not be subject to a penalty." A copy is to be sent to all board members before being mailed out. NO ATTACHMENTS.

All correspondence is to be done hard copy, not through e-mail.

Regarding the large water bills: The question was asked if a water leak detection company could be contacted for a quote to check the irrigation system for leaks because neither the City of Albany nor Stutzman have been able to detect a leak. Approval was given by the board.

Budget: Kris was asked if Sterling's audit provided a 3rd party certification; he said he would find out. Last year's budget (compiled by Linda Howe) was reviewed and it was decided to review the categories. Darrick asked for a definition of each category and a new compilation be prepared and sent to him by Linda. He will review it and bring his conclusions for discussion to the next board meeting. Kris was asked to send the format Sterling uses for accounting to Linda. It was moved, seconded and unanimously approved by board members to ask Smith and Company to prepare the 2014 tax report.

April is the month to begin securing bids for replacing the white fence; deciding on style, materials, and labor. This work won't necessarily be done in 2015 but for budget purposes it is necessary to establish an estimate of cost.

Announcements: Next meeting will be Tuesday, February 24, 2015.
An executive meeting followed.

Meeting was adjourned.

Respectfully submitted,

Linda A. Howe