

Spring Meadow HOA Annual Meeting August 22, 2023

There was not a quorum of owners present to call the annual meeting to order. The board moved to hold a regular monthly meeting.

Meeting Minutes: Review and accept minutes from the July 25, 2023, meeting.

Financial Statements:

As of July 31, 2023:

- Umpqua Checking - 79,057.90
- Key Bank Savings - 63,135.94
- Key Bank Reserve - \$160,000.00
- Total Checking/Savings -302,193.84

Outstanding annual due balances: 18

Open Action Items:

- Progress on proxy count- There are currently 76 proxies that have been received.
- List of proxies received.
- Annual home inspection update- there are 3 homes that have been contacted that need to be painted.
- American Landscape contract- was sent to the board. WCM requested a current contract to reflect now through end of year with pricing. The most recent contract that WCM and American Landscape has, is from 2019.

Homeowners Topics: None

ACC Committee Report: There have been some issues with the committee not getting modification requests. There were correct email addresses sent from the board, and

Landscape Topics: Discussed-

Legal: Nothing to report.

Traffic/Safety Topics: Speeding as an ongoing on Chinook.

Website/Facebook Updates: 5 new FB members were added; ACC form on website needs corrected address. WCM will edit and correct the ACC form to reflect the correct address.

New Business

1. Assessment of WCM contract and services- There was discussion regarding the services that WCM provides to the community. There was also discussion regarding community inspection reports and ACC requests being addressed in a timely manner.

2. Requirements for document/record retainment- there was discussion regarding the requirements for record retention and where they are housed. It was discussed that Smith & Company should house the financial records.
3. Open Secretary position- the open secretary position can be filled at the annual meeting.
4. Need Website resource- with James no longer on the board, there was discussion regarding resources available to help update and manage.

Action Items:

WCM- keep a file of all paper and digital proxies, request a current landscape contract from American Landscape, report on hiring process, quarterly acc report sent to the board. Take address line out of acc form.

Meeting adjourned at 8:14pm.

Upcoming Meeting Dates: Sept 26, Oct 24, Nov 28