

## The Park Board of Directors

### *Meeting Minutes*

November 12th at the Fallis Residence

**Call to Order:** Grant Delmar Called the meeting to order at 6:45 p.m. establishing a quorum. The previous meeting's minutes were approved with a motion by Grant, and a voice vote. The agenda was approved with a voice vote.

**Board members present were:** Grant Delmar, Jim Fallis, Lee Nutter, Jeff Griswold, Ray Walker, and Rob Hartman.

**Guests:** Vergil and Kay Esau, Richard Schnitzler, Stephanie Hartman.

### **President's Report:**

Grant stated that the agenda for the meeting for his part would include the final mowing, picking up downed branches in the commons, the Denene entry light and shrubs and a 2<sup>nd</sup> Commons mowing bid for 2019. In addition he had asked for the Board members to think of projects that had been achieved during the year.

Before the discussion it was decided that the guests would be asked to speak regarding their respective committee reports.

#### Nominating Committee

Kay Esau spoke for the nominating committee, and provided the board with the list of nominees for the 2019 board. These consist of:

- J.R. Youngers
- Donovan Karber
- Ray Walker
- Dave Mueller
- Vergil Esau
- Angela Carter
- Cindy Ainsworth

The Board appreciates the work that went into securing these nominees.

#### Audit Committee:

Vergil Esau spoke for the audit committee and offered the following observations:

1. Reviewed monthly financial reports.
2. Reviewed bank statements and found to agree with monthly financial statement.
3. Checks connected to invoices and purchase orders in most cases.
4. Not monitoring budget on a monthly basis to be sure expenditures are below 105% of budget. Westside Bookkeeping indicated they can generate that report, monthly, if we provide them the approved budget after the December annual meeting.
5. Annual tax returns and Kansas Corp Reports for 2017 were filed.
6. 1099's given to treasure to sign and mail.
7. Duplicate list of Home Owners kept by Westside Bookkeeping and HOA. Recommend the two lists be compared periodically.

8. Recommend liens be filed on additional past dues.
9. We recommend audit be done on current year rather than one year after the fact. This would allow only an eleven month audit. Report for eleven months of 2019 would be made at the December 2019 annual meeting. Current audit procedure means recommendations made at annual meeting are not implemented until a full year after being made.
10. Recommend paying liability insurance yearly or quarterly to avoid \$5.00 per invoice processing charge. Providing we have the reserves.

The Board thanks the committee for their effort on this report.

The Board discussed the above items. Jim Fallis stated that he had done item number 7 above, and updated the address list. The board discussed procedures to determine how to proceed on placing liens, and how the process for collection of unpaid HOA fees is handled now. Ray stated that currently he thought that Westside Book keeping had been able to collect on fees when properties that were overdue were sold, but there was no guarantee that all of the overdue fees would be collected in the future. The Board discussed how to handle future audits as specified in 9 above and voted to begin the audit for 2018 in February of 2019 and have the audit completed earlier in the year to make the audit more timely and allow for earlier implementation of recommendations of the audit committee. The board voted to pay the liability insurance on a yearly basis to save on processing charges as mentioned in number 10.

After the committee reports Grant began the discussion of a final mowing. Prior to the mowing it would be necessary to pick up branches and place the branches in piles to allow the final mowing to mulch the fallen leaves in the commons. It was decided that there should be a solicitation of volunteers to pick up branches on December 1<sup>st</sup>.

Grant brought up the subject of door prizes for the Annual Meeting. He stated he speak with some local businesses and see what he could obtain from them.

Lee Nutter said that he had ordered the solar light for the Denene sign. He had gotten conduit and would let everyone know when the lights arrived so volunteers could come and put in the lights.

Jeff Griswold stated that he had not gotten a bid on commons mowing, however he had talked with some potential mowers and should have bids shortly.

The idea of a Pickle ball/Basketball court was discussed again, and it was decided that this would be a project that should be voted on at the annual meeting.

Grant asked that for the annual meeting that pictures of the major accomplishments be on the Power Point presentation at the Annual meeting. These would include the Denene sign, the Tot Playground, the Neighborhood cleanup day, and the Soccer goal installation as well as the new Waste Connections contract.

#### **Vice President's report:**

Rob stated that we are waiting on a second bid before renewing our contract with Avant. His list of accomplishments for the year included:

Irrigation system upgrade

June Cleanup

Tot Playground equipment and new edging

Improvement of drainage behind Teton Circle

Cleanup of dead trees in commons

He also stated that he would get an approximate bid from a different source about a pickle ball court

**Treasurer's report:**

Ray stated that we had 13 properties behind in HOA dues at this time and that we currently have no liens in force.

In regards to the vandalism we have not heard from the Detective in charge of our case recently, and that we are probably a ways down his list. Ray put the idea about putting pictures from the pool vandalism in our meeting Power Point. There was also discussion about a need for WiFi at the pool to better monitor the pool and make it possible to have an alarm if something splashes at the pool. Wi-Fi would also possibly be available to residents for use during pool hours.

Ray stated that he was unsatisfied with the amount that Aquasizers charge for the pool vandalism cleanup. He stated that he thought the man hour charge was overstated. He stated that it may be a good idea to look for other bids for pool maintenance.

The last water bill for the pool was received. Ray said that at the end of the season we were about \$500 under budget for water for the pool. The sprinkler lines for the pool were blown out for the winter.

Ray said that there was \$7000 budgeted for tree damage expenses in the budget, but he thought that \$10,000 may be more appropriate in the budget. He pointed out that we had just spent \$2,000 for one tree last month with Suburban.

**Secretary's report:**

Jim stated that he would produce the Power Point presentation for the annual meeting. Grant stated that he would like at least two if not three pictures for each of the major projects we would present at the meeting.

Stephanie Hartman was asked what tasks needed to be accomplished for the meeting, her list was:

Venue which will be Cross Road Church, we should plan on ~ \$150 for the Church and the IT specialist

Mailing for the notification of the meeting which would include the Candidate list for Board seats, a proposed Budget, Proxy Ballots.

Refreshments

Volunteers for door prizes

Volunteers for the check in

The meeting was adjourned at 8.50 P.M.