

Fountainview Homeowner's Association, Inc.

Board of Director's Meeting Minutes

February 9, 2012

6:00 p.m.

I. Call to order

Jeff Paules called the meeting to order at 6:00 p.m.

II. Roll call

Jeff Paules, Pam Arnold, Debbie Vessa, Jeremy Baughman and Linda Shein from Sunshine Management were in attendance. Tammy Bell was not in attendance.

III. Open Items

- (a) Bids on Future Projects – The board voted to receive three bids on projects that are approved. The bids would be solicited from vendors unrelated to the board members.
- (b) Resolution – The board voted to create a resolution to define their collection activities which involve the board of directors, as well as the homeowners. The boards of directors agree that any homeowner that is on the board should be current with their payments to the HOA. Linda Shein will send the resolution to the board for review.
- (c) Tax Filing For the HOA – Albright Crumbacher, CPA is in the process of preparing the taxes for the community.
- (d) Homeowner Dues – The board decided that there would be a credit of a payment to the HOA announced closer to the holiday season. Should the board face undue hardship or an act of God that requires these funds be collected, this credit may not be issued to the homeowners. The final decision will be made closer to the end of 2012.
- (e) Bank Account Review – Pam Arnold presented the financials to the board: CD at \$44,413.92. Money Market at 20,986.44, regular checking account at \$6,672.27 and the Sunshine Management Account has \$8997.05 as of December 31, 2011.
- (f) Management Report – Linda advised the board that the attorney has all the assessment accounts of the homeowners that owe 3 or more payments past due, to the community. Notice of Intent to Create Lien letters and liens are commencing. A list was presented to the board members for their review.
- (g) Assessments - It was decided that included in this year's Annual Meeting Notice would be a statement advising the HOA that anyone with a lien will have their name posted on the bulletin board if not paid in full by April 1, 2012. However, payment arrangements may be made of one payment of \$85.00 up front, and \$25.00 per month, moving forward. Should the homeowner default on this plan, they will immediately be placed

in collections. The newsletter will invite the delinquent homeowners to contact Linda Shein at Sunshine Management for further information and repayment plan information. Linda advised the board that she will communicate these financial situations to the board, once received by the homeowner. (if any)

- (h) The Board asked Linda to send out a “Call for Candidates” for anyone interested in running for the board, and to be placed on the website.
- (i) Domestic Pet Limitation & Covenant Mailer – It was decided in October that a notice should be sent to all homeowners regarding the pet limitation of (2) domestic animals per household. Since the notices have been sent, Linda will be sending violation notices to the three homeowners she is aware of that currently maintain 3 domestic animals with a 30 day deadline to comply with the Guidelines of the community.
- (j) Volleyball court – The board will decide on a contractor based on new specs for the volleyball court which will be placed at the playground. Linda will look up some guidelines for the proposals and forward to the board.
- (k) Pavilion at Tot Lot – The board will decide on a contractor to build a new pavilion at the tot lot area. Pam Arnold will be in touch with the previous contractor who built the sandbox. It was decided that the board feels the same structure and architecture should be used.

Adjournment:

The meeting adjourned at 8:00 p.m.

Minutes submitted by: Linda Shein, CMCA, AMS - Community Property Manager