

Woods at Mill Valley Homeowners Association Meeting of the Board of Trustees

MINUTES

APRIL 19, 2008

6:00 PM

KRUMM RESIDENCE

MEETING CALLED BY	Todd Lewis
TYPE OF MEETING	Monthly meeting of the Board of Trustees
FACILITATOR	Board of Trustees
NOTE TAKER	Todd Lewis
TIMEKEEPER	None
ATTENDEES	Steve Krumm(Trustee), Debbie Richmond (Trustee), Todd Lewis (Trustee), Analisa Krumm(homeowner), and Sherry Lewis (homeowner).

Agenda topics

FINANCIAL

TODD LEWIS

DISCUSSION	1. PSAM has sent the annual assessment for 2008. Along with the statement was the 2008 projected budget		
CONCLUSIONS	1.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
1. The budget and register will be posted on the website	Todd Lewis	ASAP	

LEGAL

DISCUSSION	1. No Discussion		
CONCLUSIONS	1.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
1.			

WEBSITE

DISCUSSION	1. Evaluated the cost of having PSAM take over website.		
	2. Analisa Krumm was established as an administrator to the web site. Role will be web site maintenance and construction.		
CONCLUSIONS	1. It was agreed that by allowing PSAM to handle the website the HOA would incur additional cost and a level of control that was deemed undesirable. The current website will be re-configured to allow access to anyone regardless of username and password. We hope to elicit greater level of communication and accessibility to the homeowner.		
	2.		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE	
1. Re-configure of website and updates.	Analisa Krumm		

**FRONT
PONDS/LANDSCAPING**

TODD LEWIS

DISCUSSION	1. The large fountain was installed. The fountain is still experiencing problems with the circuit breaker.	
	2. Appearance of the front entrance appears sparse. Spring time planting of flowers would enhance the entrance way.	
	3. New mulch has been added to the landscaping.	
CONCLUSIONS	1. The large fountain has been an issue and continues to be a burden to the budget. If a reasonable solution can not be found, alternate reliable replacements will need to be considered.	
	2. Depending on cost and functionality of the irrigation system, a quote or cost evaluation of getting flowers for the entrance way will be considered.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Contact PSAM to discuss issue with fountain and path forward	Todd Lewis	ASAP
2. Contact PSAM to work with landscaping contractor to get price for flowers in the front entrance beds.	Todd Lewis	

DRB

TODD LEWIS

DISCUSSION	1. The approval of new projects is now being done through PSAM. The role of the DRB will be modified to that of policing the current violations and assisting PSAM in their efforts with enforcement.	
	2. Members for the DRB are being sought. Previous members have been contacted for the continued involvement for the 2008-2009 year.	
	3. The DRB Guidelines for clarification of the Deed Restrictions and there implementation have been drafted and will soon be posted on the web site. PSAM will receive a copy and the DRB will direct PSAM as to the approval of projects and enforcement of the deed restrictions.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
2. Verify what DRB members will continue and look for volunteers.	Todd Lewis	ASAP
3. Send out DRB Guidelines and communicate with PSAM with regards to enforcement. Post Guidelines on the Web once finalized.	Todd Lewis, Analisa Krumm	ASAP

COMMUNITY ACTIVITIES

DISCUSSION	1. FM 95 has requested permission to host a block party for the three dominion communities at Mill Valley. The entire event will be sponsored by FM 95. The HOA will not incur any cost for this event.	
	2. Based upon feed back from the homeowners, two community garage sales will be sponsored by Woods at Mill Valley this year. Dates for these garage sales have been selected, May 30 th and May 31 st for the first event and August 8 th and August 9 th for the second.	
	3. A newsletter will be sent out via PSAM informing the homeowner of the new board members, community activities, and web site changes.	
CONCLUSIONS	1. Since there is no cost associated with this event, PSAM has been authorized to approve this event and work with FM 95.	
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Contact PSAM and get details to communicate to the homeowner.	Todd Lewis	ASAP
2. Contact PSAM to run an ad for the garage sale in May. Get the signs from previous garage sales and prepare them for the upcoming event. Update the Website to reflect the dates and place the sign at the front entrance to further notify the community.	Todd Lewis, Analisa Krumm	Mid May
3. Get pricing for a newsletter from PSAM. Provide information to Analisa Krumm to create the newsletter and update the website.	Debbie Richmond, Analisa Krumm	End of April

OPEN DISCUSSION

DISCUSSION	1. The Board has elected Debbie Richmond as President. Sherry Lewis was placed in the position of Secretary. Since PSAM is handling the budget and bills; a Treasurer is not required. The Vice President position has yet to be filled.	
	2. Community Activities are still a focus of the Board. Volunteers have expressed interest in continuing activities. The Welcome Wagon and Halloween Parade are events that will be planned for this year. Additional activities will be scheduled based upon volunteer support and community interest.	
	3. Amendments to the governing documents will be attempted later this year. The focus will be to remove some of the Board's authority and restrict future board's ability to request special assessments. In addition, a rule regarding the number of Board members residing in the same household will be discussed.	
CONCLUSIONS		
ACTION ITEMS	PERSON RESPONSIBLE	DEADLINE
1. Request volunteers for the position of Vice President.		
2. Communicate with current volunteers and request additional volunteers to plan events and programs.		
3. Discuss with PSAM appropriate steps to amendment the governing documents.		

---Meeting Concluded---