

Dove Creek Phase 1 HOA Board Meeting Minutes

July 5, 2022

7:00pm

Type of Meeting: Monthly board meeting.

Location: Rob Toler's home

Meeting Facilitator: Rob Toler

Invitees: Board Members Jeff Toler, Holly Knot,
Robin Britt, Colleen Watson, and Property Manager Bill Haley

Absent: Colleen Watson

- I. Call to order at 7:05
- II. Approval of minutes from June meeting. 1st: Holly Knot, 2nd: Jeff Toler. All in favor
- III. Approval of June financial reports. 1st: Robin Brit, 2nd: Holly Know. All in facor.
- IV. Open issues
 - a) Bill report on maintenance projects. Bill was absent and most items are pending.
 - b) Action items list. (See below)
 - c) Action Needed: Related to Birch Ct vacant unit. Thor will create invoices for \$3000 in expenses incurred by his team so far. Bill will bill the owner and send a 30-day demand letter.
 - d) Action Needed: Bill will get quote for asphalt patches (potholes and crumbling areas). Bill has gotten quotes which will be presented to the city when they are available.
 - e) Action Needed: Bill to collect bush payment from 8611 Locust Ct and advise and collect difference for red maple tree for 8628 Locust Ct. Letters were sent.

- f) Action Needed: Bill will send prices for quotes to print the new directories. \$330.00 for 90 directories. Should be delivered on 7/14.
- g) Action Needed: Bill will purchase and have maintenance team organize installation of chosen solar lights at dumpster areas. Lights have been installed.
- h) Action Needed: Bill to call Terminix again and try to get Marty's issue moved to the Dove Creek Contract for handling.
- i) Action Needed: We need Bill to work to have issue moved to our contract, then Terminix will be responsible for repairs under the conditions of our contract with them.
- j) Action Needed: The board asked Bill to coordinate termite inspections of the other units of the building also.
- k) Action Needed: Bill to ask Terminix in call whether back yards are included.

V. New Business.

- a) Projects to address for 2022
 - a. Directory. A new directory is being prepared for distribution prior to the annual meeting.

VI. Action items

VII. Action Needed: Bill will send us a railing replacement plan excluding the railings put on replaced porches.

VIII. Action Needed: Install fence. This will be done when ground isn't so hard from temperatures. Quote for asphalt repairs needed before Fences are put up.

IX. Action Needed: Rob will get a price on a solar powered light

X. Action Needed: Jeff will work on the next newsletter to be mailed and emailed to include information about parking space usage, visitor spot usage and getting permission to use a visitor spot long term- 1 yr.

XI. Repair of communications cabinets.

XII. Adjourn. 8:40

XIII.Submitted by Rob Toler