

Board of Directors
Meeting Minutes
16 Feb 2020

The meeting was called to order by President Robinson at 4:34 PM 16 Feb 2020.

Roll Call:- Directors Harold Phillips, Bill Greaves, Susanne Herrig, Linda Reid, Betty Millican, and Mark Murphy were in attendance. Director Tom Finley was absent. Quorum was established

Wendy Dobson, who has volunteered to help our Association Newsletter and updating the website, attended. Wendy is looking into making the website more straightforward and accessible. She is exploring different options and will report back.

Committee Reports:

1. January meeting minutes were approved by unanimous consent.
2. Treasurers report. A summary of accounting practices, discussion of the booking and summary

of the budget was presented. This year's budget forecasts revenues of approximately \$106,000.00 against of expenses of \$99,350.00. This budget does not account for the planned

purchase of new pool chairs, repair of the bridge along Steeplechase Road, replacement of the

two fountains that have exceeded their design life, and possible renewal of the Beaver Trapping

contract. President Robinson requested a forecast of unplanned repairs and this forecast will be

put together and updated throughout the year.

3. Grounds Report: 2 out of the 3 landscape companies submitted bids and Integrity Lawns, with

a bid of \$41K, was selected as the Grounds Maintenance contractor by unanimous 7-0 vote. The

flower beds at the East and North Entrances will be planted and maintained by volunteers. Mulch

will be supplied and installed by Integrity Lawn. An irregularity functioning fountain was also reported.

4. Pool Committee: The Swim Team schedule has been published. The board voted to retain last

year's pool contractor with a bid of \$2,500.00 per month by vote of 7-0. The board also voted

(7-0 vote) to approve the pool operating season from the first week in May to Mid-October,

weather permitting.

5. Architectural Review Board Report: The ARB approved one request for a new roof on 2624

Steeplechase Road.

6. Social Committee: Sunday April 11th, Easter party planning has begun.

Discussion Items:

1. A proposal to install a light at the east entrance of Steeplechase at an estimated installation cost of \$1,378.17 and operating cost of approximately \$23.00/month was approved by 7-0 vote.

2. The beaver trap contractor reset the traps three weeks ago. One trap was reported sprung, but no beaver was found.

3. Newsletter printed, posted to website. Betty Millican hosted a meeting of the Block Captains.

The first newsletters of the year, with ARB forms attached, will be delivered to homeowners.

3. Out-of-Compliance issues regarding roofs, fences, trash cans, and trailers were discussed but no resolution was reached. The board agreed to draft a letter to send to residents.

4. Creek Task Force Report: Work continues regarding filling out the reports to obtain possible assistance from the City of Edmond continues.

5. HOA Dues Billing Procedures: Concern has been expressed over the timing of sending out

multiple requests for homeowners to pay their annual dues assessment. The current plan is to

send out the third and final billing notice to homeowners on 1 Mar 2020. It was also noted that

interest will start to be assessed against homes that do not pay the annual dues in full by 1 Apr

2020. President Robinson took the action to consult with the property management company

about the frequency and timing of the sending of billing notices.

6. Unliquidated Obligation: Discussion on whether to engage Scott Smith in assessing our

community's assets to establish a reserve fund. Further discussion to be carried forward to the next meeting.

The meeting adjourned at 6:11 PM.