

Bern Creek Improvement Association

Board Meeting Minutes

Bern Creek Loop
May 23, 2017
7:00 pm

Mike Hutchinson called the meeting to order at 7:12 pm. A quorum of the board was achieved with Mike Hutchinson, Ann Forrest, John Helmich, Cindy Martin, Kathy Gustafson, and Kaki Decker. Kenny Castro and the property manager, Alex Turner, were not present. The meeting was properly noticed by Ann Forrest.

Minutes - Kaki made a motion to approve the April minute., John seconded, all in favor.

President's Report - waiting for Richard Claybrooke to get surveys.

Treasurer's Report - as of 5/23/17 the Operating Account was \$23,789.76 and the Reserves Account was \$63,695.21. There were no checks to sign as Alex was not in attendance.

Document Review Committee - Cindy made a motion "Kaki can forward the changes to the document [Bylaws] to Becker & Polikoff with a \$2,000 limit". Ann seconded. All in favor; passed.

The discussion and questions were:

Can we limit the amount of money spent on the Bylaw changes?

Can we ask for an estimate for what this next round of changes would cost?

What have we spent for the document rewrites so far versus what is in the budget?

We could set a limit for the lawyer on these changes.

We have spent approximately \$2,100 in 2017 for legal expenses. We have (approximately) \$2,800 left on that budget line and \$870 left on another legal budget line (which is budgeted for legal letters regarding liens, foreclosures and such).

Cindy amended her motion to add a \$2,000 limit to these Bylaw changes.

Cowpen Lane Update - Mike is checking back with Richard Claybrooke

1800 Bern Creek Loop - There was a discussion on the letter the Board received from the owner's lawyer and the Board's requests (with the ARC committee's recommendations). Cindy made a motion: "Mike will write a letter using John's concept and unless there are any editorial objections to the letter from the rest of the Board, Mike will mail the letter to the home owner." Ann seconded. All in favor; passed.

Violation Update -

1. Jeff Smith has acute blood poisoning so cannot work on his property right now.
2. Get letter from Alex that were sent in May forwarded to the Board.

New Business -

A. Landscape Committee:

1. Mowed but didn't do Celestine. Mike will talk to Alex to have them come back
2. Boards need to be put up (on Celestine).

B. Hole in road near Cindy's. Mike will go out and look at it.

C. Reviewed Old Action Items

Action Items

Old (but still to be completed):

John: Fence Estimates (wait to see what the grading will be and maybe do guardrail?)

Mike: Look into future extension of Cowpen

Mike: Talk to Susan about tax district

Alex: Letter to Sarmiento

New:

Kaki: Check with Alex about property balance for Jones-Lopez

Kaki: Ask Alex for a copy of the intent to lien letter sent out and a list to whom it went. Send out to entire Board.

Kaki: Make sure we revisit adding the HOA's financials to the membership in the annual letter.
(Alex)

Mike - Check when we were billed for the Newsletter (March? April?) plus two items billed on 4/1/17 for \$74.95 & \$80.00.

Mike: Talk to Alex: all correspondence regarding Board business should be copied to the entire Board.

Mike: Talk to Alex to have Wilhelm come back for Celestine.

Mike: Ask Alex about a courtesy letter to Sharpe regarding a complaint that water is backing up onto a neighbor's property