

# North Bench Farms HOA Meeting Agenda

Date: Monday, October 23, 2017

Place: Elk Meadows

Time: 7:00 p.m.

Board Members In attendance: Tim Ross, Brad Pyne, Jason Glidden

## Meeting Called to Order (estimated time – 7:00 p.m.)

Motion to Call Meeting to Order: Brad Pyne

Time: 7:14pm

---

### Topic #1: Approval of Minutes

**Person:** Jason Glidden

(1) Board to Approve Minutes from:

**Changes:**

**Motion to Approve:** Tim Ross

**Second:** Brad Pyne

**Vote:** Approved

**Notes:** Only for meeting minutes from annual meeting in September.

---

**Topic #2: Public Input** – Any matter that is not on the agenda.

---

### Topic #3: Property Agreement

**Purpose:** To finalize the property agreement between the HOA and the

**Product:** Vote to finalize agreement pending approval of home owners

**Person:** Jason Glidden

**Allocated Time:** 15 Minutes

**Other Information:**

**Motion to Approve:**

**Second:**

**Vote:**

**Notes/follow up:** Follow up with Stephanie (**Brad**). Send out agreement to other parties (**Jason**).

---

### Topic #4: Website Update

**Purpose:** Make a plan to get the website updated.

**Product:**

**Person:** Jessica

**Allocated Time:** 10 Minutes

**Other Information:**

**Notes/follow up:** Follow up with Deirdre to get password (Jessica).

**Next steps:**

---

### Topic #5: Budget Update

**Purpose:** Present current Profit & Loss statement and Aging Report

**Product:** Inform board of current budget status.

**Person:** Jason Glidden

**Allocated Time:** 10 Minutes

**Other Information:**

*Notes/follow up:* Two homeowners are in collections for past dues. There are a number of homeowners that are several months behind. Jessica suggested that we create an educational sheet to send out explaining how to make payments, late fees, and how to contact the board if needed. Also, suggested looking into other methods of payment credit cards, pay pal, etc. **Jessica** will meet Linda to investigate further a draft a one sheet.

---

**Topic #5: Management of HOA**

**Purpose:** Discuss possibility of bringing on Management Company

**Product:** Vote on moving forward with request for proposals and determine funding.

**Person:** Jason

**Allocated Time:** 10 - 15 Minutes

**Other Information:**

*Notes/follow up:* **Jason** will finish up the Request for Proposal and will send it out to the board for review. Board will evaluate proposals and look at funding once bids come in.

---

**Topic #6: CC&R Resolution**

**Purpose:** Discuss

**Product:** Next steps in the process.

**Person:** Brad

**Allocated Time:** 20 Minutes

**Other Information:**

*Notes/follow up:* Brad concerned with the time length it takes before it moves to a fine. Jason suggested that the time to remedy, request more time, or appeal be reduced to 10 days. Resolution tabled until edits are made and board has a chance to review. **Jessica** will make edits. Bring back to next meeting.

---

NEXT WEEK'S MEETING: November 20, 2017

LOCATION: Elk Meadows