



Arranmore Homeowners Association  
HOA Board Meeting  
October 14, 2013

**Attendees:**

President: Harry Reeder  
Vice President: Garr Nielson  
Landscape: Pat Hagen  
Architectural: Mike LaPorte  
Secretary: Traci Galbraith  
Treasurer: Tony Leineweber  
Homeowners: Giselle Walitski  
Homeowner: Ruth Robinson  
Homeowner: Bobbie Kennedy

Harry Reeder called the meeting to order at 6:33.

**President's Comments:**

Nobody signed up to speak at this month's Homeowner's Forum.

The pool and irrigation seasons are over. The irrigation system suffered usual pipe failures but all were fixed. Both Sue Kirkman (Pool) and Bill Bennington (Irrigation) with their committees get our thanks for their work to make it a successful season.

**Opening Business:**

A motion was made to approve the September 9<sup>th</sup> Arranmore HOA Board meeting minutes. The motion was seconded and approved unanimously.

A motion to elect Tony Leineweber as the Arranmore HOA Treasurer was made. The motion was seconded and Tony was elected to the position of Treasurer unanimously.

After review of the treasurer job description, suggestions for changes were made and approved by the Board.

As the HOA job descriptions had not been reviewed for several years Harry requested that all Board Members and Officers review their job descriptions and associated policies to see if they need to be updated.

Hans Walitski was appointed to Chair of a committee to investigate the merits of AHOA hiring an outside company to manage the Arranmore HOA. The committee will list the pros and cons of volunteer committees currently doing the work, vs. a managing company. It was suggested that the committee have five members.

### **Resolutions & Reserve Study – Ruth Robinson:**

The email distributed to the Board earlier this week, summarizing questions and responses related to past resolutions posted online, was discussed. Of note, there were two homeowners that had reservations about the Enforcement and Schedule of Fines resolution. The legality of this resolution was validated by the AHOA legal advisors. The Resolutions committee recommends that the Board approve the six resolutions - that will replace and/or supersede all formerly enacted Resolutions. These resolutions are:

1. Financial Policies & Procedures
2. Irrigation
3. Parking of Vehicles
4. Capitalization of Assets
5. Collection of Unpaid Charges
6. Enforcement & Schedule of Fines

They shall be published on the Arranmore website and also retained in a separate book retained by the Secretary. A motion was made to approve and adopt the six resolutions. The motion was seconded and approved unanimously by the Board.

Two bids to conduct the Reserve Study have been received. The company that did the study last year maintained last year's price at \$750. Schwindt, the CPA firm handling Arranmore HOA, bid the reserve study for \$700. A 3<sup>rd</sup> company will be contacted to bid. The Reserve Study review is targeted to begin the second week of November.

### **Committee Reports**

#### **Treasury:**

A quarterly review of the YTD September financial statements was presented by Tony Leineweber. The current financials are in good shape at this 3<sup>rd</sup> quarter stage, despite current income being down approximately \$9,000.

The Treasurer will create a system for keeping Treasury reports going forward.

The preliminary 2014 budget was reviewed line by line. Tony is looking for input on the budget at this point and a draft will be sent to all committee members for review prior to the next Board Meeting.

A motion was made, seconded and passed unanimously to renew Schwindt for engagement in the 2014 Fiscal year.

The Board and Finance committee welcomed Tony's expertise.

**Architectural:**

Bobbie Kennedy reported that a homeowner was requested to clean up their property to comply with HOA CC&R has done so after receiving a seven day notice.

There are two areas of concrete that are cracked and rising. Jason May submitted a bid of \$3600. A motion was made to complete the sidewalk repairs this budget year. The motion was seconded and passed unanimously.

**Landscape:**

DeSantis received notice that the Arranmore Landscaping Contract is going out to bid. A copy of the Request for Proposal and Bid letter is attached. The RFP was sent to six companies, to date all companies have responded, one of which is DeSantis. All responses are expected to be received by the end of the month and there will be a status update provided at the next Board Meeting.

A Request for Proposal and Bid to design and re-landscape the front berms was reviewed. The RFP scope of work will include, visual blockage, low maintenance landscape, drought resistance plantings and plan sequencing. The proposal includes a tree inventory of the berms, which hold more than 200 trees. A motion was made to allow the sending of the RFP to companies for bid. The motion was seconded and approved unanimously.

Harry requested that the Landscape Committee review the paths and identify where plants are encroaching on the pathways. The Landscape Committee will follow up on this request.

There are two trees that require removal due to damage, a Sweet Gum tree and stump near the pool and the cherry tree and stump on Chapel Lane. A motion was made to remove the two trees. The motion was seconded and it was approved unanimously.

**Pool:**

The Pool Committee has decided to go with a FOB security system for the pool next year. It was noted to ensure the cost is built into the budget.

**Upcoming Events:**

The next Board Meeting will be November 11th

The meeting was adjourned at 8:00 pm.