

Northern Heights Community Association

Meeting of the Board Minutes

June 1, 2016

I. Call to order

The next meeting is scheduled for August 10, 2016 at the residence of Mr. Maddux. Mr. Maddux called to order the regular meeting of the Northern Heights Community Association (NHCA) at 7:05 pm on June 1, 2016 at his residence.

II. Approval of minutes from last meeting

Motion to approve the minutes was made by Mr. Sauvage and seconded by Mr. Maddux. The motion as read was approved unanimously by the board.

III. Treasurer's Report

- a) Checking account balance is \$10,348.00. Both reserve funds fully loaded.
- b) Two items of note – Brite Solutions finally submitted invoices, a culmination of six, which were all paid. The cost of the maintenance of the street lights has gone up; the board will adjust the budget to meet the increased costs.
- c) Transfer of all funds from Industrial Credit Union to WA Federal Credit Union should be accomplished this month.

Motion to approve Treasurer's Report was made by Mr. Stanford, and seconded by Mr. Maddux. The motion was approved unanimously by the board.

IV. Old Business

- a) Dog waste signage – board agreed to leave the signs up for now.
- b) NHCA web site – interim site is fully functional – several new options have presented themselves. The board received offers of interest to take on the job from two local residents that are members of the NHCA. The board intends to explore all the available options, but needs to act now to relieve Mr. Peter Griffith from his current NHCA web site duties as previously agreed by the end of June 2016.
- c) Options - Use of BUILDIUM for the interim of 30 days, as it is ready to go, and will make for a smooth transition. The cost is \$180 .00 per month, but will

be pro-rated at start up, and used on a monthly basis if or until another option is exercised after committee due diligence.

- d) Web site is important to the NHCA as it averages 21,000 plus hits per month, roughly 70 per day. Two residents of the NHCA have offered to take on the NHCA web site, but those options have just recently been presented and require further research.
- e) The board did discuss that transparency on this issue is required regarding the use of BUILDIUM in the interim, and this specific item will be brought up at the next NHCA Annual Meeting for discussion. The main point was to have a functional site in place during the transition from the site maintained by Mr. Peter Griffith, who no longer is a member of NHCA, and has given notice his services are ending. Prior to the switch, the board discussed that it needed to ensure a website auto-redirect is set up, which will be done.

Motion was made by Mr. Maddux to use BUILDIUM as an interim web provider until better options are explored. The motion was seconded by Mr. Sauvage. The motion was passed by a unanimous aye vote.

- f) Water on Olivia Ct. – Discussion on prices of work higher now as all contractors are busy. The problem is seasonal, and can be tabled for now, as the board will focus on the web site issue which is more an issue now. The board will continue correspondence with the homeowner, and contractors contacted, who still have as yet to provide any estimates.
- g) NHCA Garage Sale - Secretary will post signs on mail boxes reminding all of the week-end of June 25 and June 26 for the annual event. The annual newsletter was sent out last week.

V. New Business

- a) President Walker tendered her resignation from the board due to personal reasons. The board thanks Ms. Walker for her time and service.
- b) The board now has three members, which are former Vice President Maddux is now by default (resignation of Ms. Walker) the new NHCA President for the remainder of the term; both Secretary - Mr. Stanford, and Treasurer - Mr. Sauvage retain their positions on the board.
- c) Complaint of over growth at 3971 Patrick Ct. Mr. Maddux will further check.

- d) The board discussed transparency and decided Executive Session was not required.

VI. Adjournment

The next meeting is scheduled for August 10, 2016 at the residence of Mr. Maddux. Mr. Maddux made a motion to adjourn the meeting at 8:32 pm. The motion was seconded by Mr. Savage, and approved unanimously by the board to adjourn.

Minutes submitted by: Phillip A. Stanford

Minutes approved by: Jordan Maddux