

**Heather Lake Homeowners Association Meeting  
Jones Residence  
Nov 21, 2019 at 6:00pm**

**Call of Meeting to Order @: 6:02pm**

**Attendance:** R. Ware, M. Smith, P. Mignogno, E. Jones

**Approval of Minutes from Preceding Meeting on Sept 11, 2019:** approved via email 9/24/19

**Reports of Officers:**

**President (Eric Jones):**

**Vice President (Ginny Ware):**

Ginny/Robert shared some street sign designs. Pat motioned to approve \$1000 to purchase materials for signs. Eric seconded the motion. The motion was unanimously approved.

**Treasurer (Mike Smith):**

Mike covered new homeowners and pending sales (Lot 31 is in contract, Lot 23 is for sale). There are no open invoices as of this meeting. Mike gave an overview of costs associated with the drainage work ongoing around the lake and then covered account balances (Checking, Savings, & Paypal). Mike mentioned he has switched over from paper statements to electronic statements. This saves about \$6 per month on statement fees.

Mike has completed a proposed budget for 2020 and reviewed this with the board.

**Secretary (OPEN):**

**Parks and Common Grounds Coordinator (OPEN):**

Pat worked with Kirkbride about mowing contract which expires at the end of 2019 and he obtained a quote for the contract renewal. The board reviewed the quote. Pat motioned to approve the quoted contract. Ginny seconded the motion. The measure passed unanimously.

**Drainage Work Summary:**

Progress has been made on the drainage work. Contractor recommended having the area where work was performed disked prior to seeding it.

To protect the 8" tile between lots 3 & 4 contractor will install rip rap. Follow up is needed on the completion of this work.

In spring, seeding was quoted @ \$900. The board will need to have this work done at that time. Board should consider planting some grass or vegetation to prevent erosion during in the near future.

Area between Lot 7/8 was quoted by two vendors to repair the clogged culvert and clear out vegetation

**Paving Project:**

The board has contacted Heiberger three times but has not received any response.

After providing these updates, Pat officially resigned his position as Parks and Common Grounds Coordinator as he has sold his home and is moving out of the neighborhood.

**Deed Restrictions Coordinator (OPEN):**

Mailbox letters – all have been sent (19 total). 7 remain which require painting.

Fences on 2 lots (Lots 1 & 9) need repairs. Letters have been mailed.

**Architectural Review (team):** ARB application for Lot 52 was discussed. This application has been approved. Resident has been notified of the approval, but board has not been able to return the application to the resident due to being unable to catch the resident at home. If resident cannot be reached in the near future, the application will be returned via mail.

**Action Items:**

**Eric:** Welcome Packets needed for new residents (Lot 31). Verify date and location for Annual Meeting is still okay.

**Ginny:** Purchase sign materials.

**Mike:** Will draft Winter news letter. Speak with Faler's Feed Store about having newly graded area seeded.

**Other:**

**Did not review:**

**Tabled items:** \*Creating a "Rules" list for the association, including a review & potential updating of the parking restrictions.

\*How and when to use email notifications, brought up with the thefts that occurred.

**Meeting Adjourned @: 8:00 pm**

**Minutes Approved on: via email.**

**Next Meetings: Thursday, January 16 – Smith Residence 6pm – Annual Meeting Prep**

**Thursday, March 19 – Tentative Date for Annual Meeting, Tentative**

**Location: Wagnalls**