

**Regular Heather Lake Homeowners Association Meeting**  
**Jones Residence**  
**January 10, 2018 at 6:00pm**

**Call of Meeting to Order @: 6:05 pm**

**Attendance:** A. Stakely, M. Smith, E. Jones, G. Ware, R. Ware, Carin Gates

**Approval of Minutes from Preceding Meeting on Nov. 8, 2017:** all approved through email 1/3/18

**Old Business:**

**Eric:**

1. Deliver Deed Restriction information to Andy. (Incomplete).
2. Deliver welcome packet to Lot 12 complete

**Mike:** NA

**Andy:** NA

**New Business:**

**Reports of Officers:**

**Treasurer (Mike Smith):** Present 2018 proposed budget.

Mike updated the HOA officer term expirations and presented those to the Board. Open positions exist for Vice President, Secretary, and Parks Coordinator. Term expires for Deed Restrictions Coordinator on 3/22/18.

Mike presented and discussed open invoices, 2017 budget profit/loss, and bank account registers.

Mike presented the contract for lake maintenance with The Lake Doctors, Inc. Mike also discussed getting quotes from them to treat cattails on East side of lake. Eric made a motion to renew contract with The Lake Doctors, Inc. for 2018. Andy seconded the motion. Motion passed unanimously.

Mike discussed the Agrosapes contract renewal. Board is pleased with the service provided in 2017. Quotes have been requested for 2018, but not received prior to the meeting. Board will decide on this contract after quotes are received.

Mike presented the final version of the 2018 proposed budget. Mike motioned approving the budget. Motion was seconded by Eric. Motion was passed unanimously. The budget motion is included at the end of these minutes.

Mike discussed the annual meeting. We will meet at Wagnall's. Meeting date is scheduled for March 22, 2018. Mike will reserve the room.

**President (Eric Jones):** Discussed potential sale of Lot 71. Sale may result in new ARB application shortly after sale.

**Secretary (OPEN):**

**Parks and Common Grounds Coordinator (OPEN):** Wet areas around the lake need to be addressed. T. Nutini still working to obtain quotes.

Mowing of cattails has been completed in necessary areas.

**Deed Restrictions Coordinator (Andy Stakely):** Discussed parking violations on several lots in the neighborhood. Andy will send letters to address these.

**Architectural Review (team):**

**Action Items:**

**Eric:** Deliver deed restriction documents to Andy.  
Draft 2017 accomplishments, 2018 goals. (Mike will mail by 1/30/18. Needs draft by 1/27.)

**Mike:** Reserve room for Annual Meeting at Wagnall's Memorial. (Note: Complete Jan 12 – Wagnall's Community Building reserved from 6 to 8 PM on March 22, 2018).

**Andy:** Send parking violation letters to residents.  
Speak with Rick Bussert about getting quotes on drainage issues between Alspach and the lake.  
Draft Spring Newsletter. (Carin Gates volunteered to draft)

**Other:**  
Need to review the operation of gate on lake dam. Last conversation with T. Nutini indicated gate probably does not operate properly.

**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 @: 8:20 pm**

**Minutes Approved on:**

**Next Meetings:** March 22 (ANNUAL MEETING)  
May 9 @ Stakely residence  
July 11 @ Smith residence  
Sept 12 location TBD  
Nov 14 location TBD

Included these on Jan Agenda  
Adopt budget motion  
Discuss preparation for Feb mailings  
Location, agenda, room, ballot solicitations, 2017 budget spending, list of 2017 accomplishments.

**2018 Budget Motion**  
**Jan 10, 2018**

Mike: I move that we adopt the following budget and assessment related details.

- 1) For the calendar year 2018, I motion to adopt the budget, a copy of which is attached to the minutes. The budget total is \$22,320 (Ordinary Expense \$20,160 + Reserves \$2,160).
- 2) I further move that the \$22,320 be assessed to all owners of record in two semi-annual amounts of \$155. The first half total amount is due 7/1/2018; the second half total amount is due 1/1/2019.
- 3) I further move that the board, acting through its treasurer, is authorized to expend the funds collected in accordance with but not in excess of the limitations of the individual budget categories established by the attached budget.
- 4) I further move that the board, by a majority vote, throughout the year, may transfer unexpended funds from one budget account or category to another when needed.
- 5) I further move that on December 31, 2018, all unexpended funds in the budget be allocated towards reserves and any balances outstanding in individual accounts where the home has been sold at foreclosure sale be written off as bad debt.