

THE RESERVE AT BATTLE CREEK – Master HOA Board
Meeting Minutes

November 16, 2017

Called to Order: 7:05 p.m.

8:55 p.m.

Janet Bassett, Nancy Bishop, Dorothy DeBorde, Kelli Simpson-Lembo, Sammi Alford and
Amy Wade with HOA Management

Present:

Communication Credit Union

Location

Next meeting: January 18, 2017 at Communication Credit Union

I. Minutes

Minutes from the previous meeting held on October 19, 2017 were distributed by email and approved by the Board Members. These will be posted on our website.

II. Treasurer's Report

Dorothy gave the Treasurer's Report and reviewed the 2017-18 Budget Vs. Actual Expenses. The monthly budget for October showed that we are \$1208.83 in the black. A motion was made by Nancy and seconded by Sammy to accept the Treasurer's Report and it was approved unanimously

III. Landscaping Report

- Ty reported that Edelman Landscaping has completed planting of the fall pansies and a new kaleidoscope bush at the south Villas gate to coordinate with the existing kaleidoscope plant in the bed between the gates.
- Edelman's planted 50 flats of pansies, trimmed approximately 95 trees
- Shutter issue with color of powder blue/grey, so a letter will be sent to the homeowners requesting them to fill out architectural application in the future if they make any exterior changes.
- Need update on mulch, bulk or wholesale.

IV. HOA Report

- The Customer Balance Summary sheet regarding unpaid dues was reviewed. Late fee notices were sent out to those who have not paid yet.
- A Villas resident has received two notices regarding unkempt property and has made no attempt to clean it up. This has been turned over to the Broken Arrow Action Center. Mediation may need to occur to have issues resolved. More information is needed.
- HOA New Resident packet was reviewed. Each Master Board member received an updated packet at the meeting. New homeowners will receive new packet. New homeowners will be responsible if any covenant violation liens need to be paid on the property and for any dues owed to the HOA.

V. Old Business

- Mike Love and Matt Graham have been working on a new version of the neighborhood website as the cost to maintain the old one with GoDaddy.com had become prohibitive. Need update on website. Matt or Mike will not charge or want to be reimbursed for website. A big thank you to Matt and Mike.

VI. New Business

- Discussion about Christmas decorations that Matt took to the storage the year prior decorating the Villas Gates. Either December 2nd or 3rd will be confirmed for decorating these. A big Thank you to the Cottages for their decorating at the entrance of 51st and Elm and at The Cottages.
- The Board will revise the Covenant Enforcement Process in January to accommodate situations where there are long-term, unresolved violations.
- Holiday Baskets for HOA Management and Edelman's were discussed and prices were agreed upon. We appreciate all they do for us.
- Discussion regarding entrance on Elm/Elm, city owned, community to take care of, permission to clean up and plant. Keep our city Beautiful campaign may be helpful in getting permission. Nick and Kelli Lembo have volunteered to clean up if allowed.

V. Adjournment

All business being concluded, Janet adjourned the meeting [at 8:55pm](#).