

THE RESERVE AT BATTLE CREEK – Master HOA Board Meeting Minutes

July 19, 2018

Called to Order: 7:06 p.m.

Adjourned: 9:20 p.m.

Present: Sammi Alford, Janet Bassett, Nancy Bishop, Dorothy DeBorde, Larry Falgiani, Ty Frederick and Amy Wade with HOA Management

Next Meeting: August 16, 2018 at 7 p.m.

I. Minutes

Minutes from the June meeting were distributed by email, approved by the Board, and posted on the website (battlecreekreserve.com).

II. Treasurer's Report – Dorothy DeBorde

- The financials were sent to the Board by Dorothy prior to the meeting.
- The Association was \$678.07 under budget for the month of June and is \$4,312.96 under budget for the year-to-date.
- A motion was made by Dorothy to approve the Treasurer's Report. This was seconded by Ty and approved unanimously. The Treasurer's Report will be posted on the website.
- Dorothy prepared a Proposed 2018-2019 Budget for presentation at the Annual HOA Meeting. This was approved by the Board (motion by Janet, seconded by Sammi) and will be voted on at the Annual Meeting.
- It was decided to keep the dues for the Reserves the same (\$262.50) for the coming year.

III. Landscaping Report – Ty Frederick

- Amy will send a thank you note and \$40 to Karen Ames as a gift for landscaping the island on N. Elm Place.
- The Board reviewed landscaping bids for 2018-2019, as Edelman's contract ends on July 31. It was decided to ask a different landscaper to finish out the season (Aug./Sept./Oct.) to allow the Board time to seek a landscaper who can meet our needs. Amy and Ty will call other possibilities.
- The boxwoods still need to be cut back at the south Villas gate to better view the azaleas. No date was set.
- Larry reprogrammed the sprinklers at the Villas gates to water at 5:30 a.m. instead of 5:30 p.m.
- Ideal Fence will replace fence posts at the Cottages and the Villas (total of six).
- There has not been more than four days in a row with no rain so the landscapers can cut back the weeds at the rear of the L-shaped pond behind the cattails. This area must be dry before doing so.

IV. HOA Report

- Amy completed paperwork for small claims court and filed them for \$50 per claim. Five homeowners with outstanding balances on dues and fines will be served papers and given

an opportunity to pay or go to court. Janet will be the HOA representative at the Tulsa County Court House on August 23. Amy will prepare the statement for Janet prior to this.

- All unpaid accounts are up-to-date on fines up to 10 months (maximum amount).

V. Old Business

- “Adopt-a-Corner” decision has been tabled until a viable plan with costs and visuals can be put together. This will not be presented at the Annual Meeting this year. Janet will contact Jennifer with the City of Broken Arrow to notify her of our decision and to tell her we will not need a representative at our annual meeting to discuss this and to ask that this corner be kept cleared.
- Larry provided entry gate data from the Cottages showing that the key-key-5000 code was used over 700 times from March to July. Therefore, it was decided to keep that code until problems with it are reported.
- Matt Graham agreed to remove all but last two years of Police/Fire codes at the gates.

VI. New Business

- Documents were reviewed that will be sent out in the packet to homeowners prior to the HOA Meeting on Aug. 4. Janet will make these last revisions and send them to Amy and Kim at HOA Management for mailing.
- Sammi has continued to contact local businesses to seek donations of gift cards/certificates, etc. as door prizes for the Annual HOA Meeting in August. Janet will add these to the list. Tickets for door prizes will be purchased to give out at the meeting. Board members and HOA reps will be eligible for prizes.
- It will be necessary to send documents for posting on the website to Matt Graham, as Mike Love is out of the country until late August.