

Minutes of the First Official Executive Board meeting 2023
Fork Landing Farms HOA
February 9, 2023 at 19644 Drummond Drive

<p>Ron called meeting to order at 6:00 pm.</p>	<p>Present: Ron Rizzo (VP and Acting President), Carl Buczek (Treasurer), Janice Imwold (Secretary), Steve Leger (CRO). Note that we have no President for 2023-2024. Also present: Melissa Ramey and Bryan Lau.</p>
<p>No Minutes to approve</p>	<p>This is our first official Executive Board Meeting in 2023. The January meeting was a working Board meeting so that we could determine what needed to be done in preparation for our official first meeting.</p>
<p>Treasurer's Report</p>	<p>HPS doesn't supply their Monthly/January Report until after mid-month, so Carl did not have the monthly summary to present. He said that he would email their report and his monthly summary to each of us to review later in the month. Questions/comments could then be emailed to him, and he would respond to the Board followed by a vote to approve.</p> <p>Other issues discussed:</p> <ol style="list-style-type: none"> 1. An email has been sent to Leah/HPS in reference to their help in our getting a credit card for the HOA Board to use for those bills from companies who require it to annually renew their account, i.e., Fork Landing Farms Website, Zoom, July PO Box fee, etc. Presently a Board member has had to use their personal credit card. (Bills such as Milford Electric bill, Insurance in July, Price's monthly mowing of common areas bill, Sullivan's irrigation bill are billed directly to HPS Management. Other invoices come through USPS which then get processed from the FLF Treasurer to HPS Management.) 2. A homeowner has paid their delinquent assessments. Board agreed unanimously to excuse the small balance. 3. Carl will see that HPS's end of year report and our General Ledger Report listing all expense items charged per line item during 2022 is published on our FLF website as soon as both are available. (It was noted that the minutes from the 1/15/23 FLFHOA Special Meeting had not yet been put on our website. Ron said that he would follow up with the Website Committee.) 4. Carl and Janice shared their Assessment Summary statement which included <ul style="list-style-type: none"> • Basic info on HOA assessments,

	<ul style="list-style-type: none"> • Specific info relative to our assessments and HPS, • Delinquent accounts, late fees and interest charges, • Sections of our Declaration and Bylaws that state specifics about assessments and HO’s financial obligation, • And a chart of what has been done by HPS in the past with a timeline showing amounts due on a delinquent account, and suggestions for timing of follow up Board. <p>5. Board agreed that we needed a suggested timetable for delinquent assessments so that we are consistent even though there might be a need for variance. Board members will review, reflect, and will revisit at next meeting to complete the document.</p>
<p style="text-align: center;">Path to Pier</p>	<p>Melissa (chairman of the Path to Pier Committee) presented a third estimate from a construction company that was cheaper; however, everyone agreed that the smart move would be to go with the concrete company as we felt that they would be more knowledgeable about concrete work as well as ADA compliant concrete work.</p> <p>Melissa reminded us that the cost of concrete had gone up so she would contact them to find the \$ increase. She also reminded us of the need for a sign to mitigate our liability.</p> <p>Carl made a motion to accept the bid from Benson Concrete, Steve seconded the motion, and it was passed unanimously.</p> <p>Tim Long will hopefully continue to work as our expert counsel with this project.</p>
<p style="text-align: center;">FLFHOA Management Company</p>	<p>Carl and Janice reviewed the summary handout that had been sent by email to each Board member reviewing our findings for possibly changing management companies, and of our recommendation to remain with HPS.</p> <p>Carl reminded us that we were now receiving interest on our reserves, and that Leah was researching a way for the HOA Board to have a credit card.</p> <p>It was noted of the possible need to hire non-voting officers in the future if we don’t have homeowners that will fill the Board positions. We can operate with a min of 3 Board Members so Treasury and Secretary could be hired positions with the President being the liaison with the Management Company. If</p>

	<p>HPS cannot handle future needs, we may to change management companies and notice to not renew must be made before the end of October (a minimum of 90 days before the end of the year).</p>
<p>Homeowner Concern</p>	<p>Previously Jo-Ann requested that a risk assessment be made of the tree behind her house on Lot 15 at the 12/7/22 Board Meeting. It was possibly hit by lightning and/or wind sheared so the top fell out and is now leaning towards the house. Board agreed to contact expert to return to look at this tree. That tree had been identified by the arborist as healthy 2 years ago so Ron and Steve are going to go look at the tree and speak to Jo-Ann about her specific concerns so they can make a recommendation of whether we need to pay an arborist to evaluate the tree again, and how the Association might be able to help her with her concerns.</p>
<p>Board Email board@forklandinghoa.org and PO box mail pickup</p>	<p>None of the Board members presently has access to the site so Ron is making the arrangements with Jonathan to meet with each of us to set/reset this up. Janice will start picking up mail once or twice a month at the Post Office as Melissa has been graciously doing that for the Board for several years.</p>
<p>Committees</p>	<p>Social Committee: Melissa and Adrian have agreed to work on the committee. Ron will contact some other homeowners that were also brought up as possibilities. Besides “social events”, this group could also deliver a welcome packet to any new homeowners or renters.</p> <p>Website Committee: Will ask Pat to update Committee Members as soon as we have commitments from Homeowners. Will also ask that the infoHOA.com and the board@forklandinghoa.org websites are provided on our website.</p> <p>Volunteer Committee: Would like to establish a pool of volunteers to do a variety of volunteer work in the community where volunteers could elect what they would like to do, for instance, spring clean-up, putting up and taking down flags, mulching, decorating entrance with flowers or with holiday decoration.</p>

Meeting was adjourned at 7:30 PM	Next meeting is Wednesday, 3/15/23 at 6:00 pm. (Our present plan is to have Board meetings on the 3 rd Wednesday of the month if needed.)
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Respectfully submitted,
Janice Imwold
Secretary of FLF Executive Board