

**Trails End Homeowners Association, Inc.**

**Board Meeting Minutes**

**March 24, 2012**

Meeting was called to order at 1:03 PM. by President Ed Weyer at the Trails End Clubhouse. Also in attendance were Vice-president Joe Giordano, Secretary Terry Brettner, Treasurer Ouida Leech, and Director-at-Large Larry Johnson. There were no guests.

**Secretary's Report:** The minutes of the previous board meeting held on February 4, 2012, had been circulated via email to all board members and the reading of the minutes was waived. No changes were required. Joe moved that the minutes be approved as presented. Larry seconded. Motion carried. Ed will send the latest version of the AGM minutes to Terry so they can be posted on the website.

Larry moved to accept the secretary's report. Joe seconded. Motion carried.

**Treasurer's Report:** The treasurer distributed a January 1 through March 23, 2012, Profit and Loss report and explained various entries and figures. Cash on hand in checking and money market accounts totaled \$57,655.51. Larry moved to accept the treasurer's report. Joe seconded. Motion carried.

**Unfinished/Old Business:** The first item addressed was the FAQ's Handbook for new members and website. Ed is continuing to work on this project and plans to publish a copy by September 30, 2012.

The second item of business was the changes required to the HOA Financial documents due to the new positions on the Board. All the signatures were procured at the meeting.

The third item concerned the Architectural changes required on the Lot 48 tool shed that was recently built. The shed is voluntarily being modified to comply with the By-Laws and should be completed soon. Joe will monitor progress and report back to the Board at the next meeting.

The final item of unfinished/old business was the Wick Smith well/water issues. Joe is investigating a resolution to the issue and will report back to the Board by way of Email in the near future.

**New Business:** The first item addressed was the Job Description responsibilities for the new board officers. Joe will be responsible for the wells and the water system, as well as the roads, landscaping, clubhouse and the pool. Terry will be responsible for the Board meeting minutes and scheduling the private use of the clubhouse by HOA members.

The second item discussed was the need to better secure the HOA records from fire, water and theft. Ed has investigated several lockable “safe type” units and has been given the authority to spend up to \$600 to accomplish this need.

The third item discussed was the placement of all the HOA wells on the Trails End map. Joe will add these locations to the map and publish to the Board by the next meeting.

The fourth item discussed was the need to protect the clubhouse from carpenter bees that have proven destructive in the past. Joe will add this preventative service to our current Arrow termite contract.

The fifth item discussed was the need to add the road edge spraying to the lawn cutting service. Joe will ensure this is done when the grass is cut next time. Joe also agreed to look at the road near Lot19 for excessive wear.

The sixth item discussed was the opening date for the pool this year. It was agreed by everyone to start working on getting the pool ready two weeks prior to Memorial Day with the intent to open 1 week before Memorial Day.

The seventh item discussed was the formation of the Architectural Review Committee and the Deed Restriction/Violation Committee. It was agreed that the following Board members will serve on these committees. The Architectural Committee will be made up of Ed, Joe & Larry and the Deed Restriction Committee will be made up of Ed, Joe & Terry.

The eighth item discussed was the Boards Goals for this term. It was agreed that Ed will concentrate on the goal of record storage, more frequent email communications with the HOA members and the development of an Emergency Preparedness plan for the clubhouse.

It was also agreed that the entire Board should look for ways to save money during their term.

The next meeting of the TEHOA board is set for 10AM on June 2<sup>nd</sup> at the clubhouse.

Motion to adjourn by Larry, seconded by Joe. Motion carried.Meeting adjourned at 2:06PM

Respectfully submitted,

Terry Brettner, Secretary