**Rainbow Lakes West 3rd Addition**

**HOA Monthly Meeting**

Meeting Minutes

October 20, 2014

**Opening:**

The monthly meeting of the HOA board was called to order at 7:00 PM on 10-20-14 by Steve Cooper, Treasurer.

**Board Members Present:**

Steve Cooper (Treasurer), Dave Mattingly (Vice President), Hal Sims (Zone Representative 1), Phil Iwinski (Zone Representative 4), Jolene Kaufman (newly elected Secretary), and Patrick Trant (newly elected President).

**Home Owners Present:**

Mary Hill and Doug Kaufman.

**A) Determination of Presiding Officer**

It was agreed that Steve Cooper preside over the meeting.

**B) Appointment of Board Officers**

* After discussing the duties and responsibilities of positions on the board, Steve Cooper nominated Jolene Kaufman to assume the responsibilities of Secretary, it was seconded by Dave Mattingly and the motioned carried.
* Steve Cooper nominated Patrick Trant to assume the responsibilities of President, it was seconded by Dave Mattingly and the motioned carried.

Patrick Trant - President

Dave Mattingly - Vice President

Steve Cooper - Treasurer

Jolene Kaufman – Secretary

**C) Consensus Items**

* Treasurer’s Report: Steve Cooper reviewed and summarized the treasurer’s report. Copies were provided to those in attendance.
* The treasurer’s report indicated that about ½ of the homeowners have submitted their 2014 homeowner’s dues. A list of homeowners who have not submitted dues will be composed and distributed to the zone representatives in an effort to collect amount owed.
* Review of the current service providers found the following providers:
	+ - Westar Energy – electric company provider
		- David Pote – lawn mowing maintenance
		- Tree Boss – tree trimming maintenance around the lake
* The treasurer’s report was accepted and approved by the board.

 **D) Old Business**

* Discussion from the annual meeting held 09-20-2014 regarding homeowner Jeff Schauf’s concern over erosion around his property and request for the HOA to purchase grass seed was tabled until further research and questions could be answered, such as whether or not the area is maintained with a sprinkler system. Steve Cooper will contact homeowner.
* Discussion from the annual meeting held 09-20-2014 regarding trash service companies – Waste Management vs. Waste Connections and what it will take to receive reduced rates for homeowners. Patrick Trant stated that approximately 20% more homeowners are needed to receive a reduced rate with Waste Connections and suggested that new homeowners in the addition be provided information regarding the reduced rate if enough homeowners contract with Waste Connections. No determination was made.

**E) New Business**

* Mary Hill highly recommended that the treasurer’s books be audited and provided names of potential people to conduct the audit. Steve Cooper will make contact with those who were suggested and arrange for the audit.
* Mary Hill noted that the current By-Laws, adopted in 2010, have never been filed with the Register of Deeds. Discussion led Dave Mattingly to volunteer that he will verify that the By-Laws have in fact not been filed. Further discussion led Steve Cooper to volunteer to make contact with the former board members who were in office at the time of the By-Laws adoption in an effort to obtain their signatures on the document(s) in order for the document to be filed with the Register of Deeds. If unable to contact former board members to obtain signatures, it was discussed that review of the present By-Laws be completed and determine whether or not to hire an attorney to review the By-Laws.
* Mary Hill stated that communication between the board and homeowners needs improvement. Discussion led Patrick Trant to take responsibility in setting up a

Contact/Distribution list through Google Groups in an effort to email communication to and from all homeowners. In addition, Patrick will create a web-site for homeowners to access information.

**F) Special Projects**

* Steve Cooper and Dave Mattingly are taking the lead on the lake maintenance and repair. Steve will be contacting companies to obtain quotes on installing a lake well. He will compose a letter to distribute to homeowners outlining the reasoning for the installation of the lake well in addition to expressing and explaining concerns regarding maintenance and repair of the lake’s basin.
* Dave Mattingly mentioned that we should look into having a sprinkler system company maintenance the sprinkler system at the south side entrance. No determination was made.

**G) Next Meeting Dates and Time**

* The next monthly meeting will be held on November 17, 2014 at 7:00pm. The location will be at the Cooper residence.

**Because of work commitments and the upcoming holiday, the board meeting date was changed to Monday, November 10, 2014 at 7:00PM at the Cooper residence.**

 **H) Adjournment**

* At 8:00 PM, Steve Cooper made motion to adjourn the meeting. Dave Mattingly seconded it. The meeting was adjourned.

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 Jolene Kaufman, Secretary