**Rainbow Lakes West 3rd Addition**

**HOA Monthly Meeting**

Meeting Minutes

November 10, 2014

**Opening**

The monthly meeting of the HOA board was called to order at 7:00PM on November 10, 2014 by Patrick Trant, President.

**Board Members Present**

Patrick Trant (President), Steve Cooper (Treasurer), Jolene Kaufman (Secretary). Phil Iwinski (Zone Representative 4), Travis Rakestraw (Zone Representative 5).

**Homeowners Present**

Mary Hill (Architectural Representative 5).

1. **Presiding Officer**

Patrick Trant, President presided over the meeting.

1. **Consensus Items**

* Treasurer’s Report: Steve Cooper, Treasurer reviewed and summarized the treasurer’s report (attached). Because the monthly meeting date was moved up a week, the current monthly statement had not generated.
* The treasurer’s report indicated that 8 additional homeowners have submitted dues.
* A list of homeowners who have not submitted dues has been composed and will be updated and distributed to zone representatives in an effort to collect outstanding dues.
* Review of the current service providers found the following providers:
* David Pote – lawn mowing maintenance
* The treasurer’s report was accepted and approved by the board.
* October Meeting Minutes: Jolene Kaufman, Secretary provided copies of the October meeting minutes.
* Steve Cooper pointed out that Dave Mattingly’s name was stated incorrectly.
* The minutes were corrected, accepted and approved by the board.

1. **Old Business**

* Discussion from the annual meeting in September and also from the October meeting regarding homeowner Jeff Schauf’s request for the HOA to purchase grass seed was tabled until spring.
* Mary Hill recommended Sarah Stoltz as a possibility to audit the treasurer’s books. Steve Cooper will attempt to make contact to arrange for an audit.
* Patrick Trant verified that the current By-Laws, approved and adopted in 2010, have in fact not been filed with the Register of Deeds.
* Discussion regarding the current By-Laws led the board to agree that a review of the current By-Laws is necessary. Amendments to the current By-Laws are possible. An attorney will need to be hired to review the final document.
* Patrick Trant has developed a web-site and a contact list in an effort to improve communication between the HOA board and the homeowners.

1. **New Business**

* Mary Hill expressed concern over having the sprinkler system winterized. Steve Cooper had been in contact with Dave Pote, and the sprinklers are scheduled to be winterized on November 13, 2014.
* Mary Hill would like for the landscaping to the north entryway be addressed in the spring. No determination was made.
* Steve Cooper stated that the Christmas lighting at the north entryway will be displayed in the next couple of weeks. Sometime around Thanksgiving.
* Patrick Trant explained the Google Groups distribution list – an email contact list of homeowners that will help in better communication between homeowners and the HOA. Information will be relayed to homeowners.
* Patrick Trant presented and explained the new web-site that he developed for Rainbow Lakes West 3rd Addition.
* The website was setup on WordPress, which is a free and open source blogging tool and a content management software system. It’s the most popular blogging software on the internet. The website is hosted by a web hosting company called DreamHost. The first year’s premium is under a promotion costing $35.40. The board agreed to reimburse Patrick for the premium expense.
* Patrick explained that after the first year there will be options to pay a monthly fee of $11.95 or an annual fee at a discount amount(s). For example, 1 year, 2 year, etc … The board will make a determination in one year when the current contract expires.
* Homeowners can access the website through: [www.rainbowlakes3.com](http://www.rainbowlakes3.com)
* Travis Rakestraw suggested that the zone representatives go door to door in an effort to obtain current email addresses and contact information so that the HOA records are updated to ensure that homeowners are receiving necessary information. This will also allow an opportunity to provide information regarding the new website to homeowners.

1. **Special Projects**

* Steve Cooper has contacted two companies in regard to gathering information for the lake well – Premier Pump and Harp. He also explained that a permit will need to be issued. He stated that it is not an easy process as the permit must be issued by the state. Information will be relayed as the process continues.

1. **Next Meeting Date and Time**

* The next monthly meeting will be held on December 15, 2014 at 7:00PM at the Cooper residence.

1. **Adjournment**

* At 7:53 PM, Patrick Trant declared that the meeting be adjourned.

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Jolene Kaufman, Secretary

