



September 19, 2017

**Board meeting minutes**

7:10 pm - meeting called to order. Present: Jennifer Meltzer, Gillian Fischer, Michelle Sparks, Cliff Lewis, and Clara Taylor.

**Motion:** Clara moved to approve the minutes of the August meeting as presented. Gillian seconded the motion.

**Motion passed.**

**OPERATIONS** (Doug absent, no report)

*Capital Improvement Plan* – no report.

*Water main leak* – Tabled till fall.

*Gravel* – The association needs to complete a credit application for the gravel company. Gillian will sign the application and it will be returned to the gravel company

**OFFICE UPDATE** (Staff)

*September billing/Account updates* – The September billing was sent out with no issues.

*Hansen backflow request* – The board reviewed the correspondence sent in by Jay and Pamela Hansen. Gillian will draft a response letter to the Hansens, letting them know one of their two backflow charges will be returned to them, and the association expects them to allow our vendor to perform their backflow test.

*Annual Meeting* – The Annual Meeting is scheduled for November 14<sup>th</sup>. The notice will be mailed with the November billing, newsletter.

*Budget* – The board reviewed the first draft of the 2018 budget. The city take-over of Landaggard and how it will affect next year's budget was discussed. Jennifer will contact Peter Fernandez to clarify when and how Landaggard will switch over.

**TREASURER'S REPORT** (Staff)

Staff reviewed the August financials. Total assets for the association year to date are \$1,274,762.40. Income for August was \$22,848.95. Total August operational expenses were \$13,329.73.

8:27 pm --Meeting adjourned, the next meeting will be Tuesday, October 17, 2017.

Respectfully submitted  
Mary Tucker  
Strategy Management, LLC