

**Point Richmond Ridge HOA**  
**Board of Directors Meeting**  
**November 17, 2021**

**Agenda**

1. Call to Order, 5:02 PM, Nov 17, 2021
2. Establish Quorum
  - a. Present: *Steve Treese, Bruce Harjehausen, Karen Streeby, Patty Lee*
  - b. Absent: N/A
  - c. Also Present: Hal Herzberger, Tom McKee, Marc Janes
3. Approve BOD Meeting Minutes from October 2021 Meeting
  - a. Motion by Patty Lee, seconded by Bruce Harjehausen to approve the minutes of the Regular Meeting of October 2021, Motion Carried
4. Officer's Reports
  - a. President
    - i. Annual meeting was a success
    - ii. Budget was approved
    - iii. Mailing to homeowners containing the Bylaws has gone out and should be received soon.
    - iv. Steve will create a Q4 newsletter to go out with the next dues request
  - b. Secretary
    - i. Nothing to report
  - c. Treasurer
    - i. MMA - \$9,897.09
    - ii. CD - \$45,711.83
    - iii. Checking - \$19,984.86
    - iv. Outstanding dues / 4 homeowners (5 lots)
    - v. Expenses remaining – 4 months
      1. Insurance - \$3,000
      2. Landscaping - \$1,452
      3. Management Fee - \$1,200
      4. Misc - \$500
  - d. ACC Liaison
    - i. Bids for landscaping are continuing from two vendors
      1. Juan Hernandez
      2. Thornhill

- ii. Compliance
  - 1. Lot 67 – remove white vinyl fence
  - 2. Lot 83 – Put basketball hoop 15 feet from the road
- iii. The beauty bark in common areas gets blown around because the landscapers use blowers, even though contract states that they will rake.

## 5. Old Business

- a. Bids on Landscaping – ACC updated above

## 6. New and Deferred Business

- a. New Board Members – allocation of jobs for 2022
  - i. Tom McKee and Marc Janes in attendance
    - 1. Board roles
      - a. Pres – Steve agrees to continue as President
      - b. VP - Marc
      - c. Treasurer – Bruce will continue in this role
      - d. Secretary – Karen will continue in this role
      - e. ACC – Tom
        - i. ACC Committee – Patty and Hal will participate and we will look for more willing owners.
  - b. Action items from Annual Meeting
    - 1. Steve will investigate adding neighborhood entrance maintenance to the contract with the landscaping crew.
    - 2. Light at top of mailbox by lot 38
      - i. Tom and Steve can install a new light
  - c. Annual Meeting Minutes Plan
    - i. Karen to get notes typed and posted
  - d. Other
    - i. Make sure web site renewal gets done
    - ii. Make sure Office 365 renewal is done
    - iii. Snow removal
      - 1. Steve suggests getting a bid in advance for plowing the roads
        - a. Tom and Marc will see if we can find somebody and get some prices

## 7. Review Action Items

- a. Karen – include Patty’s PPT slide on Architectural Committee Report to the Annual Meeting Notes. (Patty will send Karen a soft copy)
- b. Steve will have AJ Montgomery add Tom and Marc to the PRR HOA Sharepoint
- c. Karen to do Annual Meeting Minutes for approval
- d. Bruce will follow up on renewal of Office 365 the website domain
- e. Tom and Marc will look around for plow bids

## 8. Adjourn

- a. Bruce motioned to adjourn the meeting, Patty seconded. Motion carried. Meeting adjourned at 5:54 pm

