

**MEADOWWOOD HOA Minutes**  
**November 18, 2009 at 7:30 pm**  
**Location: Liberty Lake City Hall**

Colette called the meeting to order at 7:30 pm.

**Attendees:** Colette Seubert, Karl Patchin, John Mellick, Jesse Starr, Scott Kingsford, Sue Schneidmiller Gary Manthey, Bruce Bell, Don Andrews

Eric Busch, Jon Seubert, Sue McVicars, Bob McVicars

**Absent:** None

**Approval of Minutes:**

October minutes were distributed and approved by email.

**Budget Review:**

Meadowwood – Meadowwood saw an increase in non-payers during 2009. Office supplies were higher than normal during 2009 due to large amount of homeowner correspondence that occurred conveying management company change. Grounds contracts are at \$56,000 year to day which should taper off into winter. Savings at \$43,000 for the year.

Garden Ridge - \$10,000 in dues collected. Grounds contract is under budget by \$6,000. A couple of bills still need to be paid.

Gray Hawk - \$997 in dues collected. Nothing out of line in monthly expenses. Savings \$865.

Rocky Hill - \$3,800 in dues collected. Year to date expense higher than anticipated. This year will be used as a baseline for future budgeting. Prepayment of assessments on new new home sales has covered the sub association budget deficit. Dues will be re-assessed at the end of 2010 to meet future budget requirements.

## **Old Business**

### **Habitual Violators:**

McVicar's has received approval from our attorney that we can eliminate sending courtesy letter and notice of fine letters for habitual violators. A letter will be sent to habitual offenders explaining the change. New policy is already documented in Rules and Regulations and Bylaws as an approved approach. Dennis Scott recommends that we add language defining a habitual offender to the rules and regulations. Bruce made a motion that we eliminate sending courtesy and notice of fine letters to habitual offenders. Second by Gary. Motion passed by all members present.

## **New Business**

### **Management Fee Increase:**

McVicar's Associates is requesting a \$1 fee increase. They are currently paid \$3.50 per home per month. Bob McVicars' spoke about what the management company does for the HOA as far as financial accounting, banking, bill paying, rules & regulations enforcement, correspondence, collections, liaison to attorney, maintenance crew management, and etc. Upon taking over as the management company they have been surprised by the number of delinquencies and letters of violation. Board engagement has been much higher than originally anticipated. Sue McVicars pointed out that dues delinquencies consume a large amount of their time.

Dennis Scott, a homeowner and former board member, spoke highly of McVicars and the hard work that they've been doing for the HOA.

Originally McVicars projected 60 to 80 hours a month on our homeowners HOA. They are actually spending closer to 100 hours per month.

Karl Patchin addressed the group with how the change would affect the home owner. This would be a 6% change in yearly expenses.

Scott Kingsford made a motion that we accept McVicars request for a \$1.00 increase and we accept their offer for a 2 year contract. Seconded by Karl. Approved by all members present.

**Approval of Budgets:**

Motion made to approve 2010 budget for Meadowwood, Garden Ridge, and Rocky Hill Townhomes. Grayhawk budget is very close and an increase in dues may be necessary. Before we can approve a budget for Grayhawk, we must get the landscaping bids. We should have landscaping contracts in place for the January meeting and we will approve a budget for Grayhawk in January. Motion made to approve budgets for Meadowwood main association, Garden Ridge and Rocky Hill Townhomes. A second was made. Motion approved by all members present.

Meeting adjourned at 9:30 pm.

Respectfully submitted by Jon Seubert