

THE RESERVE AT BATTLE CREEK – Master HOA Board

Meeting Minutes

January 19, 2017

Called to Order: 7:00 p.m. **Adjourned:** 8:05 p.m.

Present: Janet Bassett, Dorothy DeBorde, Ty Frederick, Larry Falgiani, Donna Metcalf, Karlie Pagano, Lori Gracey, and Robin DeArmon with HOA Management

Location Communication Credit Union

Next meeting: February 16, 2017 at Communication Credit Union

I. Minutes

Minutes from the previous meeting held on November 17, 2016 were distributed by email and approved unanimously by the Board Members. The Minutes are posted on the website, battlecreekreserve.com.

II. Treasurer's Report

Dorothy gave the Treasurer's report. She had reviewed and approved the financial statements from Robin prior to the meeting and distributed the reports to the Board by email.

Discussion:

- Current water bills may indicate a slight leak at the meter that had a significant leak last year. Larry will look into the matter.
- The City of Broken Arrow has processed a credit to the Association of \$807 to offset last year's leak.
- Expenses for the last two months are generally in line with the budget except for minor expenses for holiday decorations and a gift basket.
- Tax information for calendar year 2016 has been sent to the accountant; the deadline for filing is March 15, 2017.
- Association 1099s are completed and are ready for mailing by the end of January.
- The Association is \$4,009 under budget for fiscal year 2017.

Approval

- The Treasurer's Report was unanimously approved.

III. Landscaping Report

Larry gave the Landscaping report.

- Fountains are working well and have been left on during cold weather to avoid damage from freezing temperatures.
- It appears the pansies planted this fall have died due to the excessively cold weather and rabbits that have eaten them. The beds will be replanted in the spring once the weather changes.
- Shrubberies will also be trimmed in the spring, especially the boxwoods so that the azaleas can be seen when they bloom.

IV. HOA Report

- Past due Association dues are being processed for fines and liens as is appropriate per the Covenants and By Laws.
- \$4,721.50 in dues and fines remains unpaid for the Master Association.
- \$875.00 in dues and fines remains unpaid for the Villas.
- There are no outstanding balances on dues for the Cottages.

V. Old Business

- Karlie reported that there were 3 winners for the Fall Decorating Contest. Each received a decorative garden stake and Christmas ornament.
- Christmas Decorations were replaced and installed on the entries to the Villas several weeks before Christmas and taken down just after New Year's. Next year efforts will be made to involve more residents in this activity.

- The Board enjoyed a night of Christmas caroling and refreshments in mid-December. They enjoyed walking through the neighborhood and meeting residents. The Board hope to make this an annual activity.
- A fruit basket was sent to OLT Landscaping in appreciation for the work they do for the Association.
- A 2016 bid for repairs to the irrigation system will be put on hold until Larry checks the system to see if such repairs are still needed.

VI. New Business

- HOA Management received correspondence concerning a foreclosure pending on a property in the Master Association. Action in response to the foreclosure is dependent on the cost to pursue the outstanding balance of dues and fees assessed against the property.
- Architectural Applications were approved for two residents: one will be installing new chain link fencing; another will be installing a new retaining wall and fencing.
- Several fence posts in Villas as well as the wrought iron between the North and South gates need repair. Janet and Larry are coordinating these repairs.

VII. Adjournment

All business being concluded, Janet adjourned the meeting at 8:05.