

**The Ridge at Rock Creek Homeowners Association**  
**Regular Meeting Minutes**  
**7/24/12**

**Call to Order** - President

The meeting was called to order at 6:30pm. All present were asked to sign in on the attendance sheet.

**In Attendance** - Director/President: Allen Smith

Director/Vice President: Brian Goldsmith

Director/Secretary: Manya McFarlane

Treasurer: Mark Poplasky

13 Owners in all attended the meeting

**Approval of Last Meeting Minutes** – There were no minutes of the last meeting.

**Introductions**- Because this was the first official meeting of the new board members of the board and the Treasure introduced him or herself and told a little about themselves.

**Public Forum** – The President addressed the homeowners and stated that we would hear concerns today, but that in the future concerns would need to be sent in writing prior to the meeting, so they could be but put on the agenda.

- Mike Thorington of Lot #81 expressed a concern regarding his fence being graffiti on the back side facing 83<sup>rd</sup> St. He inquired about the fence color to maintain consistency. He also requested that rocks be put down along the fence line after weeding. There was also some discussion regarding the safety of the area as children have played and sledded in the area.
- Julie Since of Lot #? expressed a concern regarding easements and weeding responsibilities.
- Didn't get the homeowner name expressed a concern regarding unleashed dogs in the neighborhood.
- Contact information for the board was requested. And several members wanted to know when and how the board was formed. The mailing address was given, and prior meeting was discussed briefly.

**Treasurers Report** - Treasurer - Distributed for Director review prior to meeting.

Directors review bank statements for reconciliation accuracy. Funds were used to obtain a post office box for the association.

One check for homeowner dues and working capital was turned over to the treasure by the secretary for Lot #56.

**Directors Report** -None

**Committee Reports** - None

**Old Business** - None

**New Business** –

- Job descriptions for the officers were distributed to each member with a list of duties and responsibilities. We will discuss as needed at next meeting and adopt.
- Regarding communications protocol- Allen will look into a website for the association, Manya will look in to developing a Newsletter for the association.
- Late fee and return check fee fine established.
- There was discussion regarding securing a management company for collecting fees, enforcing bylaws, and assessing liens. Further information needed.
- There was discussion regarding retaining a Lawyer for liability issues.
- There was discussion regarding the need for a reserve bank account. Brian will look into this matter further.
- There was discussion regarding the association being responsible for painting the fence areas that are facing 83<sup>rd</sup> Street. It was discussed that it is in the best interest of all association members to maintain property values.
- Mark will obtain information from Harbour Homes in regards to all incoming funds.
- There was discussion regarding how much notification is required for directors meeting to association members. Allen will look into this and send information via email.

**Adjourn** – Due to time constraint the meeting was adjourned with the understanding that we would meet again within the next three weeks to continue with agenda items that were not discussed. Meeting date will be set via email. Meeting has been set for Aug. 13, 2012 at 6:30-8:30 pm.