

**The Ridge at Rock Creek Homeowners Association**  
**Board Meeting Minutes**  
**November 6, 2012**

**Call to Order** – President: The meeting was called to order at 6:45pm.

**In Attendance** - Director/President: Allen Smith  
Director/Vice President: Brian Goldsmith  
Secretary: Absent  
Treasurer: Absent  
Some homeowners attended for the first 30 minutes

**Approval of Last Meeting Minutes** – Complete.

**Treasurers Report**

- Mark Poplasky, Treasurer resigned his position due to necessary work commitments. Brian Goldsmith accepted the position of Treasurer in addition to continuing as Director/Vice President.
- Mark distributed updated occupancy and bank ledger information via email prior to the meeting. All information provided was in line with expectations.

**Directors Report** -None

**Committee Reports** - None

**Old Business** –

- Discussion about required office supplies and reimbursement to facilitate mailings to homeowners.
- Secretary's position up for re-election at the AGM
- Engage CPA to prepare for 2012 audit.
- Still need to finalize 2013 budget.

**New Business** –

- Brian to remove Mark Poplasky from the Chase accounts and resume all Treasurer activities with immediate effect.
- Brian to send violation notices to owners of lot 83 and 84.
- Allen to purchase office supplies and submit for reimbursement.

- Brian to confirm exactly what Amazon NW is responsible for and determine the cost of security lights.
- Allen to send email information for the new website.
- Brian to engage CPA to quote for doing taxes and determine what form (1120 or 1120H)
  - Handling
- Determined that the number of houses sold \* \$300 capital contribution = the reserve amount.
- Brian to contact attorney for advice on signage options on 83<sup>rd</sup> Avenue frontage regarding liability.
- Board to think about security, plants etc. on 83<sup>rd</sup> Avenue frontage to prevent sledding, vandalism etc.
- Brian/Allen to reconcile landscaping contacts (Amazon NW vs. other)
- Brian to confirm if Amazon NW will clean out storm vault.
- Set up meeting with the HOA Board of Phase 1 – Harbour.

**Adjourn** – Meeting adjourned at 8:40 PM. The next meeting will be held on November 26, 2012 at 6:30 PM