

Abbe Springs Ranches HOA Board of Directors

Quarterly Meeting Minutes, July 7, 2016

The teleconference meeting of the Abbe Springs Ranches Board of Directors (BOD) was called to order at 4:34 pm MST by President Marshall Adams. Also present were Vice President Michelle Vallentine, Treasurer Kat Brown, and Secretary Nancy Crowley.

Secretary's Report:

Approval of 5 Mar 2016 Board Minutes. A motion to accept the 5 Mar 2016 Quarterly Meeting Minutes as posted on the web site was approved unanimously.

Approval of 5 Mar 2016 Annual Meeting Minutes. A motion to accept the 5 Mar 2016 Annual Members Meeting Minutes as posted on the web site was approved unanimously.

Treasurer's Report:

The board reviewed the current Receivables. The Treasurer will attempt to contact new owners that are behind in their dues to make sure they understand their responsibilities. One owner sold his lot without paying past due amounts. The new owner will be notified of the past due amount and the new owner will be asked for the name of the Title Company and/or Realtor that did the closing. The Board unanimously approved the placing of liens on three lots based on the amount owed.

The Treasurer proposed that owners that have sent checks that do not clear, the next payment must be made using a bank cashier's check or a money order. The Board members approved the idea. The Treasurer will draft a policy to be presented to the board for approval.

The President recommended that the Secretary look into accepting dues using Pay Pal. The Secretary will investigate the costs and process of taking payments using a Business account. The Secretary will check to make sure they must pay the Pay Pal fee if they pay using Pay Pal on the Abbe web site. What happens if they pay through Pay Pal directly and not through the web site?

The Treasurer is checking on the interest rates that can be charged and if interest can be charged on interest. Any fees directly related to the past due accounts can be charged to the accounts. The treasurer will discuss with the bookkeeping service if it is possible to document the time spent on past due amounts so the specific charges can be charged to the account.

Vice President Web Site Report:

The Vice President has had issues viewing the web site. The Secretary will send the Treasurer the password for the members' only site.

Old Business:

Bookkeeping Service Update. The Treasurer is generally pleased with the performance of the bookkeeper. The issue of "Account specific bookkeeping fees added to member accounts" will be tabled until the next meeting.

Legal Update. The President met with a new legal counsel and discussed the general issues the HOA has had and the foreclosure procedures on one lot. A Writ would leave the ownership of the Abbe Lot in the name of the current lot owner so it was decided not to go forward with the Writ. The board agreed to move forward with foreclosure on one lot with the new counsel. The costs of the foreclosure were discussed. The foreclosure could take a few months. After the foreclosure is complete, the President will assess whether this counsel can address issues other than collection issues. The previous Board general counsel has resigned due to his running for local office. The President will look into attorneys that can answer questions the Board has outside of collection issues.

Abbe Land Use Rules and Regulations. The President will draft a land use rules and regulations within the guidelines of the CC&Rs.

Land Preservation Trust. The work on the Land Preservation Trust has been put on hold based on the resignation of the Board general counsel.

Officer Task Review. Previously, the board members agreed to create a list of tasks and duties performed for each board position in order to track duties and provide a framework for successors to the board. Each board member sent a document that defined their duties and these documents were reviewed at the meeting.

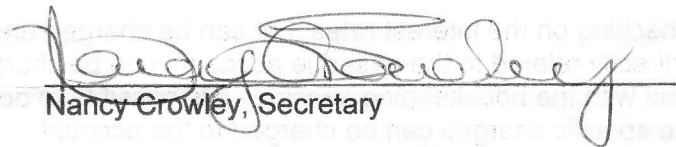
The Secretary will create templates for the documents used in the annual meeting. There were recommended changes to the duties of the Vice President. The Secretary will draft a policy for the web master duties. The Secretary will put together all the duties into one document that will be a new Board policy and send to everyone to review.

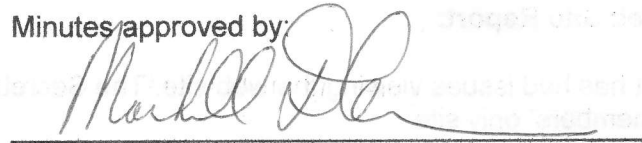
New Business:

HOA Records Storage. The Secretary recommends that the HOA storage be moved to an account using Google Drive. The folder would be shared with everyone on the Board and a folder would be shared with the bookkeeper. A motion was made to change the file storage to Google Drive. The motion was unanimously passed.

The meeting was adjourned at 6:00 pm MST.

DATED: Jul 7, 2016 Minutes presented by:


Nancy Crowley, Secretary

Minutes approved by:

Marshall Adams, President

Approved by Vice President Michelle Vallentine and Treasurer Kat Brown via e-mail