

07/07/09
SFHOA Board Meeting
@ SF HOA Pool 7:30 PM

7:15 Gather and visit

7:30 Call to order (roll call & establishment of quorum)-

Directors Steve Walden, David Negrete, Tanya Quinn, and Alan Shelby present, Property Manager, Craig Isley also present. Leigh Ann Brunson was not in attendance due to prior commitments.

7:35 Resident's Open Forum-None present

7:45 Committee Reports, as needed-

Pool – Pool Chair Paul Bull reporting. Pool vendor change to Crystal Clear Pools. Lifeguards not reporting chlorine low levels appropriately. Craig is to report to Board on appropriately report these incidents. Letters to pool violators need to go out in a more timely manner. Pool Committee meeting with APD on recommendation of pool signage for Criminal Trespassing. Pool repairs have currently been \$1,400 and an approximate \$2,300 in repairs forthcoming. Pool Committee will be forwarding a recommendation for these repairs. Recommendations on lifeguard usage are forthcoming as well. Possible addition of extra cameras at pool area are further recommendations to the Board.

Steve Walden motions to issue a warning letter to those who violate pool rules and the Pool Committee will inform RealManage of these infractions. Alan Shelby seconds the motion. Only loss of privileges will be a Board decision.

By-laws – Committee Chair Diane Harvey reporting. A questionnaire is forthcoming to the Board noting the proposed changes.

Property Manager Selection – Committee Chair Shelley Karn created a RFP and matrix in an effort to interview all companies equally. A draft of the RFP will be sent to the Board. 7 companies are currently being solicited.

Zoning and Planning-Scott Peterson reported. Most events in COA have occurred outside of the SFHOA immediate area.

8:00 Review and approval of past minutes

Steve Walden motions to approve the minutes, seconded by David Negrete with the exception of spelling errors.

8:05 ACC Activity Report

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David Negrete noted some communication errors with the ACC Committee. It was noted that all ACC decisions need to be directed to RealManage with one voice as the deciding voice.

8:15 Pre-funding community events (protocol and sub-budget recommendations)

Tanya Quinn presented a protocol for Pre-funding community events. Tanya Quinn noted the itemized listing of the Social events for 2008. Tanya will be sending out an electronic version of the protocol.

8:20 Property Managers' Report (excluding executive session items)

Craig Isley reported on current collections and DRV items.

Craig Isley is to contact Bill Flickenger on transferring documents to Connie Heyer

**8:00 Treasurer's report,
(Major variance items and/or atypical expense**

Tanya Quinn noted the slight variances in the actual vs budget items on the May 2009 financials.

8:10 Review strategic directives for 2009-2010

1. **Selection of property manager by objective process**—Updated previously
2. **Pool maintenance company**-Updated previously
3. **Update of By-laws**-Update previously
4. **Update of Deed Restrictions**-David Negrete asked permission to talk with attorney regarding the subtle nuances in the DCC&R's (i.e. simple landscaping items). Motion was made by Steve Walden and seconded by Alan Shelby. Steve Walden is to send the Board Connie Heyer's contact information
5. **Update on DRV process by category**-Pending further action
6. **Institute an Asset Management Plan (prioritized proactive maintenance)**-Craig Isley to produce a listing of possible maintenance items to foreshadow the Reserve Study for immediate needs.
7. **Improve our Legal Counsel** Update on HOA attorney, Connie Niemann Heyer.
8. **Update, communicate and enforce picture-based Fence guidelines-**

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Who and when is draft coming-Underway

- 9. Investigate and implement Fenccrete repair cost saving strategies**
(Direct purchase of materials, storage, ID of alternate installers)-Underway
- 10. Investigate Pool Plaster Liability (maintenance versus installation)**
Looking at contract with re-plaster installer, and getting FSG maintenance records-Craig Isley establish meeting with FSG
- 11. Investigate Fenccrete estimate on Scofield Lane**-Craig Isley get with Fenccrete America for budget bids.
- 12. Strengthen and grow Neighborhood Watch Program**
Discuss replacement for Dan Frasier. Motion made by Steve Walden to appoint Jerry Sachs on a probationary period pending his plan of action and whether or not he fills comfortable in the position.
- 13. Establish official SFHOA website**-Tanya Quinn stated that SF-HOA.org is \$95 for 5 years for the domain name. Tanya Quinn stated that a possible launch date is August 15, 2009. Tanya Quinn is to send screen shots to the Board and establish a time to view the prototype.
- 14. Actively promote community building events** (Fourth of July, NNO, Movies in Park, Block Parties, etc.). **"Movie Night"** discussion. A Mailing is to go out the week of July 14th promoting the movie in the park event.
- 15. Investigate solar powered lights for mail box kiosks**
Who/when? David Negrete to provide Craig Isley more detailed information.

8:35 EXECUTIVE SESSION- (Fee collections, DRV items, contracts)

8:45 Review Action Items-

9:00 Set Date for next meeting and Adjourn

Tuesday September 15, 2009 6:30 pm (open session) 7:00 pm Budget Meetings

Adjourn 9:30 pm