

Cliff Rose Homeowners Association

Open Board of Directors Meeting Minutes

April 18, 2024

I. Call to Order:

- Donna called the meeting to order at 11:04, establishing quorum with Donna Whitmore, David Clark, Sue Carpenter, and Rob Yellam all present.

II. Approval of March 21, 2024 Minutes:

- Donna invited discussion on the minutes. Donna motioned to approve the March 21st minutes, Rob seconded, and all were in favor.

III. Architectural Report:

- Donna introduced Josh Hall and Tabitha Methot as the ARC contacts for Cliff Rose.
- There were 13 requests last month and 2 this month, including one for gutters and one for landscaping, both approved.
- Discussion centered on a new build on Ventnor Circle, focusing on roof lines, materials, elevations, and shed placement. The color scheme was requested to be revised to utilize "French roast" instead of black. Board in favor of the shed variance placement pending city approval.

IV. Management Report:

- Alliance reserve CD matures in August.
- Financials expected mid-month.
- One member sought clarification on new ARC forms.
- RV lot audit completed April 8th, with RV code changes due May 1.
- Landscape schedule pending.
- Quail Trail newsletter scheduled for May.
- Completed projects include new compliance and assessment collection policies.
- Eight open compliance violations
- There have been eight home sales year-to-date.

V. Treasurer's Report:

- Dave reported \$68,000 in operating funds.
- Debit card usage up due to RV lot expenses.
- reserves at \$49,000 for total assets of \$130,747.00.
- Administrative expenses were up due to legal fees, with \$21.77 spent on common areas.
- RV lot accounts are all paid in full.

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VI. Maintenance Report:

- Three bids for brush and tree trimming expected soon.
- Firewise credit discussed, with homeowners responsible for completion on their own lots.
- Swamp area trail widening due to spring; efforts needed to divert water.
- The city's lack of responsiveness regarding the swamp discussed.
- Landscape schedule from prior year approved for maintenance areas.
- Maintenance priorities discussed, including utility road berm and swale maintenance.
- Concerns raised about potential water damage coming off of the roads.

VII. New Business:

- Ice Cream Social scheduled for June 15th.
- Annual Meeting set for September 28th.
- Hot Cocoa Social proposed for December 7th; Sarah to obtain contract.
- Ventnor Cir Sidewalk repair needed due to construction.

VIII. Old Business:

- Collection Policy tabled.
- Firewise funding discussed; volunteer hour requirements outlined.
- Homeowner inquired about brush and trees along Annolen and who is responsible.
- Logo Contest updated with three submissions received.
- Swamp trail tree removal assigned to Rob.

IX. Open Forum

- No discussion

X. Adjournment:

- Donna adjourned the meeting at 12:18 pm.

Next Meeting: May 16, 2024, 11:00 am