

CANNON BLUFF HOA- VIRTUAL MEETING MINUTES

Location (Email ~ info@cannonbluff.org for address)

March 8th 2022 Begins at 7 PM (Virtual)

(Agenda posted on website.)

1. **Roll Call:** Bonnie Keller, Scott Hovey, Vern Torney, Carl Lude, Rachel Stradling, Tracey McClure
2. **Proof of Notice of Meeting:** Not posted due to website issues.
3. **Approve Draft Agenda:** Approved with no additions.
4. **Confirmation of approval of Minutes from February Meeting:** Approved 5/0 Scott Motioned, Bonnie Seconded.
5. **Report of Officers**
 - President – Scott Hovey
No updates
 - Vice President – Bonnie Keller
Answered questions about a home sale from a realtor.
 - Treasurer – Carl Lude
Spoken to Julie a couple of times. No invoices paid during this period. Need to gather up the invoices for Oscar and others and get them to PMI to be paid. Reviewing the information.
 - Secretary - Rachel Stradling
Requests for approval for two home sales. Both homes had no issues that violated homeowner association rules. Discussion on approving home sale photographs. Noted that anything not in compliance with the HOA rules would be brought to the board for discussion.
Scott requested that if we wanted a more detailed review it should be an agenda item for an annual meeting.
 - Park Commissioners – Julie Phillips and Vern Torney
Everything was in good shape on our last visit. Cleared the few remaining areas that were obstructed. Didn't check the private property that abuts the park that people use. Oscar completed all the work requested.
Oscar will be starting monthly maintenance starting in April.
 - Key Master – Mike Varone
Not present – No update provided. Need to reach out and invite him to the meetings.
 - Web Master – Tracey McClure
Website has been transitioned to a new server. Site has a holding page currently. Will start building the new site starting mid March. Hoping to get it rolled out in near future. Carl asked if the website would be public – due to be designed to be similar to before. Website to be available to everyone. Discussed Facebook group and who can approve, and the approval process.
Request to add a visitor count to the website.
Discussion about having a bigger Facebook presence.

Discussion about how to contact board members. Bonnie to reply to emails, and copy info@ on her replies.

Create a link to the PMI website for paying HOA dues.

6. **Unfinished Business**

- HOA Fees – Move to closed session

7. **New Business**

- PMI Liaison

PMI has requested a single point of contact. Carl and Scott to discuss which member will undertake this role. Outstanding invoices to be sent to PMI once Scott and Carl meet next week to discuss point of contacts.

- Disclosures – Discussed under Secretary report
- Board member roles – Circulate materials discussion if needed
Rachel to circulate the By-Laws roles and responsibilities.
- Annual Board Meeting – Planning

Discussion on timing. Meeting must be between 3/1 and 5/31 at 7:30pm. Discussion about in-person or virtual. Last in person was at the Sacred Heart Church, just off Hoadly. Potential to use one of the Government Center rooms or the library, which are no cost. Consensus to do a hybrid. Checking availability at Chinn library and government center – Scott to make calls.

Discussion about weeknight or weekend.

Scott will check availability and circulate dates by the end of next week.

To circulate agenda items nearer the time.

Discussed doing a PowerPoint presentation.

Discussion on ballot, and other information to go into the mailing. PMI collected ballots and sent them to Bonnie a week before the meeting.

Agenda to be discussed via email over the next 2 weeks.

Bonnie volunteered to put PowerPoint together.

Discussion on how to let people know they can volunteer to be on the board. PMI website allows board members to see people's information who use the on-line portal for payment. Anyone that doesn't pay online would be excluded.

Scott and Carl to work out how we can email HOA members to request additional names for the ballot.

Discussion about having a guest speaker. Would like to do it if possible. Bonnie to speak on a topic or find a speaker.

Summary:

Bonnie – Agenda, PowerPoint and Guest speaker

Scott – Venue

Scott & Carl – PMI Discussion about specific requirements for the meetings.

Target date: May.

8. **Resident Open Forum**

Request to place a wood duck house at the park – request for plans so HOA can discuss further.

9. **Closed Discussion**

- HOA Dues

Non-board members asked to sign off prior to discussion.

Discussion on outstanding balances, and how the balance would come back to the HOA on sale for the most delinquent properties. Need to continue billing them and sending late fee notifications. Too expensive to enforce.

Scott and Carl will ask PMI to add all board members to the database.

Rachel to send approved minutes to PMI confirming board appointments and positions.

Discussion of the need to do a reserve study next year and adding that to the annual meeting agenda.

Next HOA Meeting Date: April 5th, 7pm

Adjourn Meeting: 3/8/2022 at 9pm Motioned by Scott, seconded Rachel Vote 5/0