

**Approved Minutes**

**Annual Meeting**

***Spring Hills Estates Road Improvement and Maintenance Association, Inc.***

***September 20, 2020***

- Call to Order: Bob Cox, President, called the meeting to order at 3:00 pm. The meeting location was 4620 Silver Spring Circle with most attending 'in person' via Zoom.
- Roll Call: Diane Carson, Secretary, reviewed proxies and accounted for shareholders in attendance via in person and via Zoom. Attendance consisted of two (2) in person, nine (9) via Zoom, and fourteen (14) proxies, for a total of twenty-five (25) shareholders represented. Twenty-two (22) homeowners are needed to reach a quorum. The quorum was certified as attained at 3:09.
- Approve Agenda: Bob Cox asked for review of the agenda. There were no comments or changes requested. Mike Robbins moved to accept the agenda as written, seconded by Chris Bond, and was approved without objection.
- Approve Minutes: Bob Cox asked for review of the Draft minutes of the 2019 Annual Meeting. There were no comments or changes requested. Mike Robbins moved to accept the minutes as written, seconded by Chris Bond, and the motion was approved without objection.
- Treasurer's Report: Latisha Rossi, Treasurer, went over the actual expenditures in the budget. INCOME: All assessments were collected, in addition to 2 years of delinquent assessments. EXPENDITURES: Plowing and Sanding were higher this year because of the amount of snow we had. Sweeping was as expected, Crack Sealing was a carryover expense from last year as the work was completed this year. Paving/Patching was slightly higher than anticipated because a slightly larger area was worked on because it made sense as a good breaking point for the section of work we requested. The Accounting expenses have not been incurred in this year's timeframe but are expected to be completed soon and will be recorded next year. The remaining expenses were on par as budgeted.

Bob Cox went over the proposed next year's budget which includes \$25,000 as a placeholder for overlay paving, no specific areas have yet been identified. Plan is to overlay the subdivision on a rotating basis until all areas are overlaid, then start the cycle back up, unless other areas warrant immediate attention. Dues of \$950 per member, same as last year, were proposed.

Mike Robbins/ Dean Carson motion/second to approve the proposed budget. The proposed budget was opened for discussion. Mike Robbins asked for more detail on what type of insurance we pay for which was answered by Bob as subdivision liability and officer indemnification insurance.

Dean Carson asked for confirmation that the expected paving budget for next year is \$25,000 for overlays specifically, which Bob Cox confirmed.

Bob Cox asked for a vote to approve the proposed budget as written, budget was approved without exception.

President's Report: Bob Cox stated that the Association has received a proposal from Northern Edge to continue at the same hourly rates. The Board will meet following the Annual Meeting to finalize the contract.

Old Business: Discussion regarding our current service provider was raised by Dustin Bergerson regarding snow being piled over the creek on Golden Spring Circle. Bob Cox will discuss this with Northern Edge.

Discussion regarding lot markers being placed on edge of pavement may be conflicting with the snowplow's ability to push snow in the easement (ditch) between the edge of the pavement and the actual beginning of shareholder's property was raised by Marion Jones. Bob Cox confirmed that the easement is the place snow is to be pushed and that owners should be mindful of not placing markers too close together and also place them farther into the yard to accommodate placement of snow removed from the road..

Bob Cox discussed in detail this year's repair work all occurring on Spring Hill Drive that included the first curve heading south from Abbott. The plan for future work is to continue covering areas from the Abbott side of the subdivision until all areas are overlaid, unless other higher priority roadwork comes up.

Also, Bob discussed the redo of the two speed bumps by the Municipality near the creek on Spring Hill Drive. These were accomplished without notice to the subdivision, and at Municipality expense because the city inspectors found them to not comply with height requirements of all speed bumps. This relates to the safety and ease of vehicles such as ambulances, fire trucks and school buses to go over the bumps.

New Business:

Re-use of official subdivision emails: Bob Cox

Bob asked that when shareholders want to disseminate information via email that they refrain from selecting "reply all" to past emails the Board sends out to the Association. A more useful approach is to target email correspondence to specific people. Piggy backing on old emails sends your email out to people that no longer live here, to old email addresses no longer used, and miss any new people that have moved into the subdivision. In the past this has resulted in the awkward situation of the Board having to explain to people why they are getting (or not getting) the information. Going forward the Board will use emailings such that they are less likely to be vulnerable to misuse.

Bob suggested that if someone were interested in spearheading a way to communicate with the neighborhood, via such things as Next Door ap, FaceBook or other such methods to use to communicate important information to neighbors he and others would potentially entertain joining such a group, however that is not the function of the Association.

ByLaws Amendments Subcommittee Report: Mike Robbins

Mike reported that the ByLaws committee met on two occasions to discuss the need for amendments of the ByLaws and Covenants. The committee narrowed their review to the Covenants Section 18 Drainage Ditches and Section 22 Tree Removal.

Mike stated that issues with water in his driveway had been resolved and no further review was needed in regard to Drainage

The committee recommended that the Tree Removal section be amended to read as follows:

Section 22. TREE REMOVAL. No living trees, larger than six inches (6") in diameter as measured three feet (3') above the ground may be removed from any lot except for the construction of the principal dwelling driveway and septic tank systems. Upon confirmation of spruce beetle infestation from a qualified expert, spruce trees of any diameter that are heavily infested, dead, dying and/or present a fall or fire hazard risk should be removed from the property at the owner's expense.

Also Mike agreed that the Bylaws needed minor administrative modifications as had been highlighted by Diane Carson to include such things as the use of emails over USPS for subdivision notices and assessments, sign in log being alphabetized, and the like.

Mike Robbins moved to discuss the subcommittee report and Chris Bond seconded.

There was lively discussion regarding the use of the word “should” in the amendment of Tree Removal section, but after discussion the consensus was to leave the wording as recommended by the subcommittee.

The Association unanimously voted to amend Section 22 Tree Removal as written by the subcommittee.

Election of Directors: Three positions on the Board are open for 2020-2021.

Dean Carson nominated the existing officers be nominated to be candidates for directors for the new year. Current officers are; Bob Cox as President, Latisha Rossi as Treasurer, and Diane Carson as Secretary. This was seconded by Glen Turner. Having no further nominations for Directors nominations were closed. The Directors were re-elected unanimously.

Next Meeting: The next Annual Meeting will be held on the third Sunday in September per the By Laws. This will be September 19, 2021 at 3:00 pm, location TBD.

Adjournment: Glen Turner motioned to adjourn the meeting seconded by Chris Bond. The motion was approved unanimously. The meeting adjourned at 3:50 PM.