



Attending:

Gil Pierce, Association Manager, Rockwood PM,
Directors, Steve Ward, Deloris Duquette, Cindy Thomson, Joe Frank and Jaren Overstreet.
No Owners present.

The meeting was called to order at 1:45pm.

Enumeration of Officers

Discussion between all the Directors was completed and the following officer positions were motioned and unanimously approved.

Cindy Thomson – President
Deloris Duquette – Vice President & Treasurer
Joe Frank – Secretary
Jaren Overstreet – Director at large
Steve Ward – Director at large

Meeting Frequency

Discussion was had and determined that monthly meetings would be a good idea to start with. July and August BoD meeting dates and times will be posted to the Trutina HOA and resident websites once scheduled.

Once the Board has had time to settle into the new positions and operations of the Trutina HOA committees can be discussed and formed as necessary. Currently there are no formal HOA committees.

HOA Contracts

All HOA contracts were sent to the Board prior to the meeting for review.

Discussion was had on current landscaping and snow removal contracts and processes. The new Board will continue to monitor these contracts and review the scope of services to make sure they are in line with community expectations.

RPM management contract was tabled until the next meeting.

Communication

Discussion was had on ways to improve communication between the members and the HOA. The Board is looking at modifying the HOA websites to offer different drop downs in an effort to help with the navigation of the website. Modifications to the website will be made once the Board approves and if the website has the capabilities. Board members Cindy and Deloris plan to draft and send a community update letter with a brief explanation of what the board discussed and learned in the first BoD meeting of the newly elected directors.

Contractor communication should go through RPM. Members of the community should not be communicating with onsite contractors. This allows RPM to fully manage the contractors onsite and to make sure that the scope of services being provided are to community standards. This also allow RPM to have complete understanding of the issues members have and can get them addressed when they happen and not months later after being told at a HOA meeting.



Architectural Review Committee Process

Joe explained the ARC process that is outlined in the Governing Documents. The declarant controls the ARC until turned over to the HOA in writing. The control and ARC process is not related to the BoD and is separate function. A few applications were discussed as Joe was wanting feedback from the Board.

Clubhouse Rentals

The clubhouse rental process was discussed and Joe explained how it worked prior to the Member HOA Board election. The Board will continue to discuss clubhouse rentals and the process moving forward and whether changes in the application review process need to happen.

Capital Projects

Joe explained the split in capital projects/funding for the entire community. The residential area is funded 100% by residential funds. The apartment area is funded 100% by the apartments. The Main Association (Clubhouse and associated areas) is a 50/50 between the residential HOA and apartments. Different topics were discussed about the clubhouse and how it can be improved with lighting timers to help decrease utility expenses.

Back patio fan bid was reviewed and approved by the Board to be installed.

The meeting was adjourned at 3:20pm.

Respectfully submitted,
Rockwood Property Management