

**Holly Hills HOA Board Meeting Minutes
December 9, 2009, 7:00pm
Camas Fire Station #42, 4321 NW Parker**

Attendance: Board members Marie Page, President, Margaret Tweet, Vice President, Niki Warnell, Board member (acting as Secretary), Sandra Luna, Treasurer

Meeting called to order by President Marie Page at 7:05pm

Minutes

The motion was made by Niki Warnell to approve the October 22nd minutes as amended. Marie Page seconded the motion. There was no opposition and the motion was passed.

Financial Report

- Oct/Nov Financials – discussed cash balance and bills that will require payment in 2009.

Committees

- We need volunteers for the following roles:
 - Secretary
 - Landscaping Committee
 - Newsletter Editor
 - Social Committee
- Committee Reports
 - None

Old Business

- Adrian Bill: Marie explained that Gregg at Eqwest spoke with Adrian and asked him to provide documentation of the work and his business license information, but Eqwest has not received anything from him yet. Niki will look for a record of the original board approval of this job in the 2007 minutes. The Board agreed to pay this before the end of the year, if the appropriate board records are found and Adrian submits the proper documentation.
- Anderson Request for Repayment for Common Area Repairs
 - Margaret Tweet read the section of the 7/26/07 minutes regarding this issue.
 - A map of the area that showed the storm water system plan that included this drain work was reviewed and it was verified that the work was done on HOA common area.
 - The motion was made by Margaret Tweet to reimburse the Andersons \$580.00 that they spent to restore the drain in common area because our CC&Rs require the HOA to maintain the common areas. Niki Warnell seconded the motion. There was no opposition and the motion was passed.
- Budget: Board reviewed budget items and made changes where necessary to balance the budget.
 - The motion was made by Niki Warnell to adopt the budget based on annual revenue of \$52,888 and expenses and reserve transfers of the same. Marie Page seconded the motion. There was no opposition and the motion was passed.
- Rules and Fines Resolutions: Discussions were completed on this topic.
 - The motion was made by Margaret Tweet to adopt the Rules Enforcement Procedures and Fine Schedule as amended. Marie Page seconded the motion. There was no opposition and the motion was passed.
- Collections Resolution:

- The motion was made by Niki Warnell to rescind the Collections Resolution #2004-0002. Margaret Tweet seconded the motion. There was no opposition and the motion was passed.

New Business

- Newsletter: The board discussed potential articles to be included with Newsletter for January dues – Board and Committee Vacancies, Changes to Rules Enforcement Procedures, 2010 Budget,
- Attorney of Record: The motion was made by Marie Page that Holly Hills HOA use Don Grant (our attorney) to file liens for the Association. Margaret Tweet seconded the motion. There was no opposition and the motion was passed.
- Entrance Lights: We need to put large rocks around the lights at the entrance signs to protect them from damage. Fritz Porter volunteered to do this.
- Dues – Quarterly or Semi-Annual: Board discussed the pros and cons of each option.
 - The motion was made by Niki Warnell to have semi-annual dues for 2010 payable no later than February 15 and August 15 (45 days). Margaret Tweet seconded the motion. Marie Page opposed. The motion was passed.
 - The motion was made by Marie Page that any homeowner may request to pay their dues on a quarterly basis. Niki Warnell seconded the motion. There was no opposition and the motion was passed.
- Meeting was adjourned by Marie Page at 11:19pm