**KINGS ROW HOMEOWNERS ASSOCATION**

Executive Board Meeting

March 12, 2014

Location: The Residence of Julie Mikus & Tom Hazard – 0344 Kings Row Avenue

Board Members in Attendance: Peter May, Tom Hazard, Carolyn Dahlgren & Krystle Ortell (recording secretary)

Homeowners in Attendance: Julie Mikus, Adam Sahnow and Bryn “Butch” Peterson

1. Call to order at 7:11 pm
2. Approval of 1/8/2014 minutes. Peter May made motion to approve. Seconded by Carolyn Dahlgren. All in favor. Minutes approved.
3. Peter May signed the 2013 tax forms and Krystle Ortell will mail them via certified mail to the appropriate government offices by their due dates.
4. President’s Report – Peter May
	1. Missouri Heights-Mtn. Meadows Irrigation Co. Meeting
		1. Missouri Heights-Mtn. Meadows Irrigation Co. lined the ditch that comes out of the reservoir so that more water will reach the Kings Row homeowners
		2. They didn’t line the entire ditch and Peter isn’t sure where the lining will stop exactly
		3. The project has not been completed as of March 12, 2014
		4. The cost was around $500,000
		5. Kings Row HOA owns shares which cost $5.00/year/share. The ditch project was completed using grants and no additional money was raised. Therefore, the cost of $5.00/year/share will remain the same for the year 2014.
		6. There was a slight change to the Missouri Heights-Mtn. Meadows bylaws
			1. The bylaw change will make it more difficult to sell water rights
	2. Plow damage at intersection of Prince & South Kings Row
		1. The wing of the plow seems to have caused damage; it knocked down the marker and broke the PVC pipe that covers the irrigation system
		2. Carolyn Dahlgren has volunteered to contact the Road & Bridge Department to ask them to fix the damage that was caused
		3. Peter May has stated that if the R&B Department won’t fix the damage than the HOA will
5. HOA Lawyer
	1. Lee Leavenworth was the HOAs designated agent and lawyer, however he is listed as “inactive due to disability” and therefore cannot represent the HOA
	2. The designated agent of the HOA is not required to be a lawyer
	3. Peter May will send a letter that will be drafted by Carolyn Dahlgren to at least 4 different lawyers requesting information regarding their fees, billing practices, experience with water rights and experience with homeowner’s associations
	4. The Executive Board will review the lawyer’s informal request for proposals and select representation at the June meeting
6. Krystle Ortell reported that Green Tree Servicing has paid the assessments due on The Knight Foreclosure
7. Website & Email for HOA
	1. Tom Hazard has been looking into updating the website. Currently the website is hosted by Network Solutions. Tom contacted them and the website is so outdated that they will not update or maintain it until it is completely redone. The cost of this will be around $300-500.
	2. What should be included on the website? Cerise Ranch’s HOA website is a great template
		1. Bylaws, covenants, minutes, resolutions, notifications, communication regarding the irrigation ditch, etc.
	3. Carolyn Dahlgren suggested that Krystle Ortell be responsible for the website development
	4. Krystle Ortell suggested that to be cost effective somebody with website knowledge should build the website and she will maintain it
	5. Bryn “Butch” Peterson has volunteered to take over the website development
	6. Krystle Ortell will be responsible for creating a King Row HOA gmail account to be used to send HOA correspondences to all homeowners
		1. All agree that: KingsRowHOA@gmail.com will be a suitable email address if it is available
8. Annual Meeting
	1. The dates of the annual meeting have changed from June to November/December
	2. This needs to be voted on at the annual meeting to approve the change
	3. It was discussed that the annual meeting date doesn’t seem to matter. Whether it is held in June or November/December homeowner’s still seem to lack interest.
	4. In preparation for the 2014 annual meeting it will be imperative to get people to fill out their proxies so that the HOA is able to have a quorum
9. Liens
	1. The board agrees that there needs to be consistency with the lien process and that the bylaws need to be followed
	2. The cost of filing a lien will be the homeowner’s responsibility
10. Misunas Lien
	1. Tom Hazard motioned to file a lien. Carolyn Dahlgren second. All were in favor
	2. Krystle Ortell & Carolyn Dahlgren will work on filing the lien
11. Gunter
	1. Gunter is also significantly behind on their assessments
	2. At this time Peter May does not want to file a lien
	3. Carolyn Dahlgren reiterated that the board needs to be consistent
	4. Krystle Ortell is to look into the bylaws to determine that process for collecting dues and when liens are to be filed so that the board can begin to be consistent with the collection process
12. ARC Board
	1. Wally Graham has resigned his position on the ARC Board – he was the Chair
	2. Adam Sahnow was voted on as the newest ARC Board member by the Executive Board. Peter May motioned, Tom Hazard seconded, all were in favor
	3. Peter May will reach out to the other ARC Board members to see who would like to become the Chair of the ARC Board
	4. When a proposal is submitted to the ARC Board they have 30 days to make a decision and get back to the homeowner. If ARC Board approves the proposal, the Executive Board also has to look at the proposal
13. Barbed Wire on Missouri Heights Road
	1. Volunteers are needed to clean up the barbed wire
	2. Krystle Ortell to send out an email to make sure that no homeowners are opposed to the removal of the barbed wire and to ask for volunteers for early May
14. Record Owners
	1. According to the bylaws and covenants only record owners are to be on the board
	2. Currently two members of the board are non-record owners
	3. Carolyn Dahlgren suggest that the recorded owners sign a “limited power of attorney” allowing another person to represent them on the board
	4. The other alternative would be to draft a resolution to allow non-recorded owners to be on the board. Carolyn Dahlgren has volunteered to draft a resolution.
		1. This issue will have to be presented at the annual meeting
15. The next meeting will be held on Wednesday, April 9th at 7:00pm at the residence of Carolyn Dahlgren – 0034 Kings Row
16. There being no further matters to come before the HOA, the meeting adjourned at 6:55pm. Peter May motioned, Tom Hazard seconded, all in favor.