

Raven Pointe Homeowners Association

Meeting Minutes

December 4, 2018

Present: Bill Melvin, President
Natalie Evernham, Treasurer
Brandy Schwab, Secretary
Valerie Kramer, Director
Alex Hewes, Lot Owner

Absent: Joe Dewald, Vice President

At 7:00 Bill Melvin called the meeting to order.

Bill Melvin offered a proposed agenda for the meeting and thereafter moved to approve the proposed agenda. Natalie Evernham seconded the motion and the motion carried.

Natalie Evernham next moved to accept the minutes of the previous regular Board meeting as written. Brandy Schwab seconded the motion and the motion carried.

Bill Melvin moved that the draft of the Raven Pointe Homeowners Association minutes of the Annual Meeting dated October 1, 2018, be amended to reflect \$5,320.49 in budgeted expenses. When completed, the draft was to be submitted to Pete Sherman, to be placed on the website for 2019. Natalie Evernham seconded the motion and the motion carried.

TREASURER'S REPORT

The balance of the checking account as of November 30, 2018 was \$39,452.43.

Natalie Evernham had a deposit stamp made to assist in expediting the process of depositing the annual HOA dues checks.

The projected expenses for the remainder of 2018 is approximately \$6,617.

OLD BUSINESS

Brandy Schwab's resignation

Brandy Schwab submitted her resignation as a Board member and Secretary, effective December 4, 2018. Brandy advised that she is willing to continue to volunteer during a transition period, providing assistance to the Treasurer in the collection and processing of the HOA dues.

Brandy has been compiling an operations manual and plans to complete it for the Secretary and Treasurer positions, to be used as a guide for future position transitions.

Brandy is in the process of completing and mailing out the HOA annual dues letter as soon as possible.

Bill Melvin thanked Brandy for her years on the board and her willingness to continue her support to the Raven Pointe Homeowners Association.

Bill Melvin moved to accept Brandy Schwab's resignation. Natalie Evernham seconded the motion and the motion carried.

At that point, Brandy left the meeting, but a quorum was maintained.

NEW BUSINESS

Election of Officers

Bill Melvin nominated the following officers for 2019: Joe Dewald, Vice President. Natalie Evernham, Treasurer. Valerie Kramer, Secretary. The Board accepted the nominations and elected each to their positions. Natalie Evernham nominated Bill Melvin as President. The Board accepted the nomination and elected Bill Melvin as President.

Homeowners 2019 Annual Dues

After Board discussion of projected costs and revenues, Bill Melvin moved that the Homeowners Annual Dues for 2019, be set at \$80.00. The Motion was seconded by Natalie Evernham and the motion carried.

Executive Session

Bill Melvin moved that the Board go into Executive Session in order to discuss certain legal matters with retained counsel. Natalie Evernham seconded the motion and it was carried. After discussion in Executive Session, the Board voted to terminate the Executive Session and to resume the regular meeting. While in Executive Session the Board voted to authorize counsel to resolve the outstanding issues with a particular homeowner who continues to violate the covenants in the Deed of Dedication. Counsel will act at the direction of the President, and action can be taken up to and including a lawsuit, if necessary.

New Board Member

Bill Melvin discussed and recommended the need for a new board member with the resignation of Brandy Schwab. Primarily a fifth officer would eliminate a tie during the voting process. He is going to reach out to new neighbors that might be interested in the position.

Drainage issue

There was a follow up discussion regarding the two homeowners who expressed concerns about drainage issues on their properties at the Annual Homeowners' Meeting. Bill Melvin reported that one homeowner had resolved her problem on her own and in the other case, Bill visited the property and made contact recommendations.

The meeting was adjourned at 8:00.

Respectfully submitted,
Valerie Kramer, Secretary

