

MOUNTAIN SHADOWS HOA ANNUAL MEETING MINUTES

Date/Time: June 8, 2019 / 10:00 AM – 12:00 PM

Location: Garden Valley Senior Center

Board Members Present:

Scott Brown, President

Stacy Perryman, Vice President

Cherry VanCour, Treasurer

Ellen Bush, Secretary

Thor Oden, Director

Meeting opened by Scott Brown at 10:06 AM. Scott welcomed everyone.

1. Ellen - Approval of 2018 Annual Meeting Minutes:

Ellen noted corrections to the Minutes from 2018 Annual Meeting: In section pertaining to Election of Officers, add that the Chair asked for nominations from the floor and Chris Clark nominated Thor Oden.

Ellen asked for a motion to accept 2018 Annual Meeting Minutes with corrections. Billie moved to approve. Thor seconded the motion. Motion passed.

NEW BUSINESS:

2. Ellen – Introductions:

Ellen introduced the new members since the last Annual Meeting: Les Paul and Cheri Casey, Steven and Kristin Cowan, Richard and Christina Ray.

3. Stacy certified a quorum-46 ballots checked in

4. Stacy – Thank You to Volunteers:

Members who provided brunch for this meeting; Ralph Van Paepeghem for removal of dead tree near mail boxes; Ray VanCour for removal of large dead tree at entrance and putting up signs with red light contact number on pump houses; Ralph Pond, Don Thompson, Bob Hammond, and Jim Sipple, who served on Special Phase 4 Committee along with the BOD; Ellen Bush for hosting holiday HOA Open House; Thor Oden for snow plowing to wells and keeping road clear; Lance Price for donating hosting website as well as Brian Ellis for keeping the website current; Laurel Rangus, Billie DaVolt and Cheri Casey for counting ballots, Barb Tumanjan for taking notes at this meeting; Chris Clark for many years of taking notes at meetings. So many volunteers make for an awesome community.

5. Cherry – Additional Thank You to volunteers working on the Water System:

Cherry thanked the Water System Advisory Committee (WSAC): Bob Hammond, Thor Oden, Ralph Van Paepeghem, Bob Seal, Ray VanCour, Tony Rangus, Joe Hofstra, Jim Sipple and Don Thompson. The WSAC has met numerous times throughout the year and has made several recommendations; highlights are:

- A Preventive Maintenance (PM) Plan – approved by the Board. The WSAC and Board have started the implementation of some of the PM's and Bob Hammond is currently working on Procedures for the remaining PM items.
- Jim Sipple has mapped much of the subdivision and will continue to map out the remainder of the subdivision.
- Recommendation to replace the Rotary Phase Converter to VFD's, control panel, transfer switch, pumps and motors. This is a costly job that has been approved and are currently working on completing.
- Working on a recommendation to upgrade/replace the flow meters on both wells.
- Many other recommendations that the Board has followed through on.

In addition to the WSAC work, volunteers have donated well over 169 hours to keep the water system running. These volunteers are Bob Hammond, Don Thompson, Jim Sipple, Joe Hofstra, Bob Seal, Ralph Van Paepeghem, Ray VanCour and Thor Oden.

This fiscal year the Board has opened 21 Jobs, closed 17 Jobs and currently has 12 opened Jobs that are being worked. There have been 11 Emergency Jobs – these are jobs that needed attention immediately and volunteers were able to assess the situation and either work the job or provide the Board direction to fix the emergency.

Volunteers read meters, repair broken meters, perform the majority of the PMs, physically dig holes to locate water connections and much more.

Volunteers are so important to our community. Cherry will send out an email to the community advising of the type of repairs/maintenance that is needed and ask for volunteers. If you haven't volunteered, please consider volunteering. You can contact any WSAC member, email treasurer@mtnshadowshoa.org or use the 'Contact Us' on the website. It's a great way to meet your neighbors and work together for a common goal/cause.

6. Scott -Election of Officers Election of officers:

There are no write-ins for the election of the Board. There is a write in for the ACC: Linda Ruppel. Scott invited the candidates to stand up and introduce themselves. Ellen introduced herself, serving for 2 years and 1 year before that. She offers longevity to the Board, and is a team player. Ralph Pond noted while serving on the steering committee for Phase 4, saw how hard the Board worked. With some time freed up, decided to take his turn on the Board. Ellen noted Alan Seeger is absent due to dental surgery. Scott noted Don Thompson is on a trip out of state with grandchildren. Ralph Pond noted Don Thompson as a bright capable guy.

Stacy asked attendees to mark their ballots. Stacy collected the ballots. Laurel, Billie and Cheri went to the kitchen to count ballots.

7. Cherry – Financial Reports:

Cherry provided four reports: Allocated Amount Within QuickBooks, Balance Sheet, Year Over Year Budget Overview and Financial Report.

Allocated Amount Within QuickBooks:

At the 4/30/19 Board Meeting it was approved that all MSHOA funds would be allocated to 3 categories: Roads, Operations, and Water. Cherry provided a spreadsheet showing the funds and the allocated amount to each of the 3 categories.

Balance Sheet:

Balance sheet identifies where MSHOA funds are located. There are 3 CDs, a primary checking, a primary savings, and a road account.

A Member felt the report was misleading because the total amount is not available since some of the funds are invested in CDs. Cherry responded that this Balance Sheet simply identifies the total amount of funds and where those funds are located. The CD's are allocated/earmarked to either the Roads or Water and are our reserves. Ellen added that allocating isn't the same as spending. It helps with projecting and budgeting.

Year over Year Budget Overview:

Within QuickBooks, we currently have 2 complete years of income/expenses to analyze. The Year over Year Budget Overview contains 3 columns: Jul '17 to June '18, Jul'18 to June '19 (this year) and Jul '29 to June '20 (forecasted budget).

The large reduction amount in Operations (in red), 'Allocated Adj via Journal Entry' line, has been reallocated to Road Maintenance and to the Water System. The 'Allocate Adj via Journal Entry' line within the Road Maintenance and Water System is increased and both increased amounts match the decreased amount in Operations.

It was asked if the Association receives a transfer fee whenever a lot is sold. Yes, the transfer fee is \$250.00.

Legal fees regarding Phase 4 were not in the forecasted budget for fiscal year 7/1/18-6/30/19 and the Association had to pay these Legal fees. There are Legal fees for Phase 4 forecasted within the 2019-2020 budget.

Reviewing the two fiscal years and forecasted fiscal year budget, 3 years total; the report shows we will be spending more than we take/have taken in. The Board will need to address this.

A question was asked why does the MSHOA have a line item called 'Auto' insurance? Cherry responded that the HOA is required to have this insurance. If there is an accident on our roads, we have liability. The Association is also required to have workers compensation – if someone is working on our equipment and gets hurt on the job, the workers compensation will cover it.

It was asked if 'Auto' insurance can be retitled in Quick books. Instead of 'Auto', list it as 'Liability'. Cherry responded that she would retitle it as Liability.

It was asked if we require contractors to list us as an additional insurer? If not, they should. Cherry responded that we currently do not do this and may be something we should do in the future. A Member stated MSHOA should not hire anyone who doesn't have their own insurance.

Financial Report:

The Financial Report identifies the financial activity on a month to month basis.

None of these reports will be included within the Minutes located on the website. The website is a public website. If a Member wishes to review or have a copy of these reports, please email Cherry at treasurer@mtnshadowshoa.org or request via the 'Contact Us' on our website <http://mtnshadowshoa.org/contact-us/>

8. Thor – Road Maintenance:

Thor noted that when the road was re-chipped, dams were built up on edges. Paul Shepherd has given an estimate; he is planning to use his new road grader which will prevent water seepage under the edges of the road. Thor will also be meeting with Charlie Wood, owner of Nampa paving; sometime in July. Thor will get a price this month or by July with the intent to clear out the culverts, re-slope the edges and patch the roads to be completed this summer while it is still warm.

9. Scott – Report on Phase 4:

MSHOA Board is waiting on getting information back. It's proposed that it will be a diocesan retreat. Ralph Pond believed the reason the developer was approaching the Board was 1) that the development of Phase 4 is different from originally planned and 2) the developer wants water from Mountain Shadows. Scott said that the water system was designed to provide water to Phase 4. Thor commented that it was an advantage to MSHOA for the diocese to build a commercial retreat - less road maintenance and water usage.

Ellen noted the negotiations between Mountain Shadows Development and Mountain Shadows Homeowners Association are based on the contractual documents. She further stated summaries from all Special Board Meeting pertaining to Phase 4 are on the website.

Harry was told that the intent of the Diocese of Boise is to develop a nationally recognized retreat center. The Diocese is doing their own due diligence. They are looking at all options. Underground parking will be approximately 23,000.sq ft. The two floors above will be 38,815 sq. ft. Chapel will be 4000 sq. ft.

10. Scott – Results of the Elections:

Ellen Bush, Don Thompson, Alan Seeger are elected as Board Members.

Chris Clark, Linda Ruppel, Ralph Van Paepeghem, Dale Bentley are elected as ACC Members.

11. Questions/Concerns:

Harry asked if there was a total cost for the water system to repair and maintain for the future. Cherry said the WSAC is working toward this. Cherry noted that this includes the mapping of the system and all the parts needed. Jim noted the parts inventory includes photographing parts in the manholes. Thor noted the HOA may need to increase dues for long term maintenance/repairs.

Ellen noted the financial data/reports in QuickBooks will help work out proposals for future costs, projected expenses, and potential impact on HOA dues.

Ray VanCour noted allocating gives us a starting point based on use. Quick Books allows us to measure expenses based on allocations and becomes historical data.

It was asked if Paul's snow removal contract was up for renewal this year. Cherry said yes.

Chris Clark asked if the Board can look at hiring minimal landscape service for the entrance. It will take stress off volunteers. There was discussion about the level of maintenance and frequency of mowing. A show of hands indicated support for the HOA to spend HOA funds for basic maintenance.

Chris Clark and others said a thank you to the outgoing board members.

Meeting adjourned at 11:32.