

RCMCA Board Meeting Minutes
Tuesday April 9, 2019 from 6:30–8:30
5627 Hogenhill Terrace

Call to Order 6:37 pm

Those present: Heather, Saied, Yinon, Rita, Felicia
Jeff, Bill, Gail

Approval of minutes from last meeting - approved 5-0

Homeowner statements

- Each community member will have two minutes to bring an issue to the board from the agenda or independent of the agenda. This will be timed. Another member may yield his\her time to another speaker.
- Upon board's vote - If the issue is an emergency - a board member will be assigned to investigate the issue and will give a progress report back to the board and the member within 48hrs
- If the issue is not an emergency - the issue will be referred to the next meeting agenda.

Treasurer Report

- How much money is in the bank account ***** - review a copy of the latest bank statement – statements were given out for review
- Budget review -Look over budget and give Rita and Bill refinements

Other Board Items/actions to report

- Website – add a calendar, within the next two weeks more items should be added
- Concrete Coordination – we have a contract but are waiting for insurance and proposal as to time frame. Tentative late April/early May
- Update on tree assessment specialist investigations – tree specialist will take one day to mark trees that are in danger of falling, those that should be watched and ones for the future. Cost for assessment would be \$400

Address Homeowner issue emails.

- Request to update address – should go house to house to confirm information for owners

Discuss Landscaping Scope of Work and details regarding when they are starting, etc.

- Need to tell community the landscaping contractor we are using so they can get their lawns done if they would like. – put landscaping schedule on the website, get plan from Joe for area at the end of Parkvale for Board review.

Review the Calendar we drafted during the March Meeting - Once approved, distribute

Plan for June Annual Meeting-

- Reserve space – set date as June 22, 1:00 or 2:00 pm at Bauer Center \$20 an hour (backup date June 15)
- Advertise – by April 30 on bulletin board and listserv
- Agenda development
 - Accomplishments this year – sign-up for listserv
 - Website walkthrough
 - Work Plan for next year – trees, landscaping (work on next meeting)
 - Remind of dues collection process
 - Budget presentation
 - Calendar Highlights
- Budget development
- Other –if you want to add anything to agenda let Heather know

Brainstorm new neighbor packet

Welcome letter- revamp - Felicia

New Business

- Jeff – will agendas be put on internet? – yes eventually
Comments about the hill at the end of Parkvale
Yellow Curbs need repainting
- June must have budget ready for annual meeting
- Add to SOP – yearly update to renter/owner (decide how much info needed about renters)

Next Meeting May 14- focus on work plan, annual meeting agenda, and budget

Meeting adjourned 7:51 pm