



## November Board Meeting Minutes

11/19/2024

### Attendees:

1. Kayla Dodson
2. Caroline Gibson
3. Jenny Nelson

\*\*\* Meeting held via Google meet

### Vice President Kayla:

- Welcome Packet need to be out for the new owner of the house address:
- Safety and security: speeding concerns in the neighborhood, using the community as an entrance and exit from different community
- Motocycles sign and chain are up in the entrance of the trails.

### **Treasurer's Report – Caroline Gibson**

#### **1. Membership Dues**

- 43 members are overdue, with 20 of those accounts exceeding one year of delinquency.
- Efforts to collect outstanding dues have resulted in more members fulfilling their payments.

#### **2. Financial Updates**

- A **Profit and Loss Report** was distributed to the board for review.
- Insurance has been paid in full.
- Tax filing for the year has been completed.

### 3. **New Accounting Category**

- A new account name has been created in QuickBooks (QS) for **Miscellaneous Event Supplies**, covering items such as vinyl, tents, and backdrops.

### 4. **Event Expense**

- A deposit of **\$125** was made for the Christmas Santa event.
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To keep STEVE updated...

#### Deed Violations

- Kayak was removed
- Lighthouse in Ridgeway received 2 letters , and still no response.
- Need to go through the HHCA gmail
- Making a generic letter to use for those residents has a HOA past due for over a year.
- How many days the resident must correct the violation.

#### Letters to Be Issued:

##### 1. **Dues Letter**

- Prepare and send a generic letter to residents with outstanding dues.
- The letter should outline the overdue amount, payment options, and consequences of continued non-payment.

##### 2. **Ridgeway Letter**

- Issue the third violation notice regarding the light pole non-compliance.
- Emphasize the urgency of resolving the violation to avoid further legal action or penalties.

##### 3. **Greenhouse Application Form**

- Distribute the greenhouse application form to residents with existing greenhouses.
- Include instructions to complete and submit the form for review and approval by the Architectural Committee.

##### 4. **Forest Lane Playhouse Letter**

- Notify the resident of Forest Lane regarding the playhouse violation.
- Clearly state that the playhouse is not in compliance with the Architectural Committee's guidelines and community bylaws.
- Include a request for corrective action and a timeline for resolution.

## **Overall Discussions:**

### **1. Architectural Remodeling Requests**

- Residents must complete the designated form for any architectural remodeling projects. This form is available on the Huntington Hills (HH) homepage.
- Submissions ensure compliance with community guidelines and bylaws.

### **2. Greenhouse Compliance**

- Residents with existing greenhouses are required to complete the form.
- The Architectural Committee (AC) must review and approve the dimensions to verify they align with the community's bylaws.

### **3. Paperwork Requirements**

- All paperwork must be completed to establish a clear paper trail for the HOA and AC.
- Approved forms should be uploaded to the Huntington Hills webpage to facilitate access and verification by the Architectural Committee.

### **4. Non-Compliance and Past-Due Accounts**

- Contact legal counsel regarding:
  - Residents who are non-compliant with light pole regulations.
  - Residents with outstanding dues exceeding one year.
- Draft a generic letter template for residents with overdue accounts to standardize communication and encourage resolution.

Questions need to ask the lawyers:

- Putting lean on the resident house if resident is not compliant with the HOA dues.

Holler will be out on January

- Dues
- Nomination for the new board

Holiday Events:

- Christmas sign is up in HH entrances
- Kayla will make another sign for Santa, and buy a backdrop
- Kayla and her team will decorate the tent for Santa
- Wreaths will be out after ThanksgivingS