

Rockwell Farm Homeowners' Association
Board Meeting
 November 24, 2013
 Meeting Minutes

Oncoming Board Members present: <ul style="list-style-type: none"> • David Benchabbat • Frank Saroka 	Existing Board Members present: <ul style="list-style-type: none"> • Walt Hanson, President • Marion Loper, Vice President • Jeremy O'Dell, Treasurer
Board Members absent: <ul style="list-style-type: none"> • Laurie Varma, Secretary • Cal Beasley, Pool Committee Chair 	Others present: None

The meeting was convened by Walt Hanson at the RFHOA pool house at 7:00 PM on November 24, 2013.

The off going Board Members, Cal Beasley and Jeremy O'Dell, agreed to exchange files and keys with the oncoming Board Members within the week. Members who changed offices on the Board agreed to do likewise.

The Board Members agreed to hold positions as listed below. The members assumed the roles and responsibilities of these positions at the conclusion of the meeting.

President: Frank Saroka
 Vice President: David Benchabbat
 Secretary: Laurie Varma
 Treasurer: Walt Hanson
 Grounds Committee Chair: Marion Loper
 Pool Committee Chair: David Benchabbat

David Benchabbat agreed to assume responsibilities for the RFHOA surveillance camera system as part of Pool Committee Chair duties. David Benchabbat also understands that he will be taking over the HVAC repair/replacement issue begun by Cal Beasley.

The draft minutes of the October 27, 2013 Board Meeting was distributed to all Board members present. Walt Hanson asked for all members to provide comments/changes to Laurie. The Board will approve the minutes by email.

The Secretary's Report was summarized by Walt Hanson to the Board Members.

- The Secretary has prepared lists to be used by the Treasurer to cross-check dues and initiation fees against her welcoming records. That information has been delivered to Walt Hanson for action.
- State Farm is renewing our bond. Our existing bond that will be renewed is valued at \$10,000 and protects the HOA against wrongful use of Board funds. Also, the HOA has \$2,000,000 liability insurance. In order to renew the bond, the new President, Frank Saroka, must determine who has signature authority for check writing and advise Laurie Varma.
- Pending reimbursements were submitted to the outgoing Treasurer, Jeremy O'Dell, who will write checks before turning over the files to Walt Hanson.

- The Secretary has scheduled a presentation by Craig Leuthold, Knox County Trustee, at the Pool house on January 14, 2014, at 6:30 PM. The topic is tax freeze and relief opportunities for (a) homeowners over 65 yrs old, (b) totally- and permanently-disabled homeowners, or (c) totally- and permanently-disabled veterans. The Secretary will be informing the membership about this presentation by email and newsletter.
- At the neighborhood Fall Fest a person received a minor injury associated with the inflatable. In discussing the matter with the affected family, the Social Committee Chair agreed to have volunteers stationed at and watching activities at the inflatable during subsequent events. The Social Committee Chair also desires to add a joust inflatable at the next event; this will affect the 2014 budget.
- The neighborhood directory will be posted online. The Secretary is discussing the matter with Betty Kalister, who has done the directory for several years, to determine whether Betty desires to continue doing it or will be turning it over to the Secretary.
- Other pending issues from the previous meeting: satellite dish installation nonconformance and neighbor behavior complaints were summarized. The Secretary noted that she has received two sets of Sheriff call reports for discussion with the Board at the January 2014 meeting. Also she noted that suggested actions by dismayed neighbors that the Secretary requested in October have not been forthcoming. The Board briefly discussed the importance of neighbors filing complaints when problems occur because the Board is not witness to such incidents.
- The Secretary indicated that landscaping (i.e., tree branches) were blocking the light from HOA lampposts in at least two locations in the neighborhood. The Secretary has delivered letters to homeowners who are affected to have the landscaping cut back by November 24. The Board discussed the matter of street signs and lampposts being blocked by foliage so that their purpose (warning and illumination) are degraded. Walt Hanson agreed to make a survey of the neighborhood this winter and take action where appropriate to trim back such foliage to provide clear lines of sight and maximize illumination.

Jeremy O'Dell reported that the HOA collected \$3,500 in initiation fees and \$42,067.63 in dues to date in calendar year 2013. Walt Hanson clarified that the 2014 budget will be assembled between the November and January meetings by the Board and voted on at the January meeting. All committees are asked to submit their requests for the 2014 budget year.

Marion Loper moved and David Benchabbat seconded a motion to approve a January 2014 payment of \$1,065 to Evenly Cut for its annual lawn service contract. Marion noted that the annual contract is paid in 12 monthly installments and the contract in question is not being increased for 2014. The vote was requested to prevent a disruption in payments while the Board finalizes the 2014 budget. The Board approved the motion.

The Board Members present agreed to have the next meeting on Sunday, January 12, 2014 at 7:00 PM.

The meeting was adjourned at 8:00 PM.

Submitted,

Walter Hanson
Acting Secretary