

**Board Meeting Minutes  
Quail Creek Homeowner Association  
November 2, 2016**

**Location: 304 Pheasant Hill Drive**

**In attendance:**

Shana Nalls, President  
Casey Berley, Secretary

Brad Peters, Vice President  
David Fuller, ARC

**Voting:**

Shana Nalls, President  
Ken Daulong , ARC Chair via Proxy to David Fuller  
Casey Berley, Secretary

Brad Peters, Vice President  
David Fuller, ARC

**I. Call to Order and Opening Business**

Meeting was called to order at 7:10 p.m. by Ms. Nalls. Following roll call, a quorum was declared. Ms. Nalls asked for acceptance of the agenda and Rules of Decorum; acceptance by unanimous consent

**II. Homeowner/Guest Comments and Concerns**

No homeowners were present other than board members.

**III. Immediate Action Items**

A. Approval of Minutes

1. Minutes of September 7, 2016, were submitted by Mr. Peters. Motion to approve by Mr. Berley; second by Mr. Peters. Motion approved by unanimous consent.
2. Minutes of October 12, 2016, were submitted by Mr. Berley. Motion to approve by Mr. Berley; second by Ms. Nalls. Motion approved by unanimous consent.

B. Treasurer's Report

1. August 2016 invoice for JG Landscaping was provided and analysis determined that the seemingly abnormal charges were due to the fact that the August invoice included five weeks of landscaping services/charges vs. the normal of four.
2. Motion to reimburse Rhonda Smith for Treasurer's supplies and postage in the amount of \$37.51 made by Ms. Nalls; second by Mr. Peters. Motion to approve by unanimous consent. Motion to approve payment of property taxes in the amount of \$3.89 concerning Clint Packer Memorial Park made by Ms. Nalls; second by Mr. Peters. Motion passed by unanimous consent.
3. 64 out of 69 annual dues have been paid; 5 outstanding dues remain
4. 2016 Special Assessment Project: No update provided
5. Motion to approve October Financial Statement by Mr. Fuller; second by Mr. Berley. Motion passed by unanimous consent.

- C. Exchange of information and records between board members in new roles was discussed and plans made to exchange.

#### **IV. Committee Business**

##### A. Architectural Review Committee

1. It was noted that the street crack routing/sealing continues to perform well  
Next steps for street repair continue to be discussed as the street conditions are being monitored
2. Mr. Brady Williams at 227 Pheasant Hill Dr. was notified by the ARC of approval for his improvement plans
3. No new plans have been submitted to the ARC since the last board meeting.

##### B. Landscape Committee

1. Mr. Peters to reconfirm compost bid for front entrance with JG Landscaping. He will ask if the bid includes mulch for the flower beds in addition to the compost.

#### **V. Other Business**

##### A. Clint Packer Memorial Park safety check was provided by Jordan Robertson with Ms. Nalls in attendance.

1. Inadequacies were noted concerning protrusion of bolts and rebar on cross ties. Mr. Peters to repair
2. Concerns with length of swing chains and distance of separation of swing chains were noted as was the need to add additional mulch where indicated.
3. Ms. Nalls to have a follow up consultation with Mr. Robertson for his guidance and Mr. Berley to relay Information from the consultation to the Packer family.

#### **VI. Open Forum**

- ##### A. No questions; no discussion.

#### **VII. Recess to Executive Session**

- ##### A. Discussion regarding 1 violation on Partridge Drive for motor home storage and the homeowner's consistent violation of Article 8.5 of the CC&Rs.

#### **VIII. Reconvene in Open Session**

- ##### A. Unanimous consent among board members to send fine letter to homeowner on Partridge Drive.

#### **IX. Adjourn**

- ##### A. Meeting was adjourned at 8:25 p.m.

Respectfully submitted,

Casey Berley  
Quail Creek HOA Secretary