

**Board Meeting Minutes
Quail Creek Homeowner Association
December 6, 2016**

Location: 304 Pheasant Hill Drive

In attendance:

Shana Nalls, President
Casey Berley, Secretary

Brad Peters, Vice President
Ken Daulong, ARC Chair

Voting:

Shana Nalls, President
Ken Daulong, ARC Chair
Casey Berley, Secretary

Brad Peters, Vice President
David Fuller, ARC via Proxy to Casey Berley

I. Call to Order and Opening Business

Meeting was called to order at 7:07 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 November 2, 2016, were submitted by Mr. Berley. Motion to approve by Mr. Peters; second by Mr. Daulong. Motion approved by unanimous consent.

B. Treasurer's Report

1. Reviewed November Financial Statement. Motion to approve by Ms. Nalls; second by Mr. Berley. Motion passed by unanimous consent.
2. Motion to reimburse Casey Berley for postage in the amount of \$31.48 made by Mr. Peters; second by Mr. Daulong. Motion to approve by unanimous consent.
3. Review and approval of HOA expenses – motion made by Mr. Peters; second by Mr. Berley. Motion to approve by unanimous consent.
4. All annual dues have been collected
5. 2016 Special Assessment Project: No update provided. Rhonda Smith to email reminder for second installment in December due in January.

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. No other updates
3. Plans for a new swimming pool located at 252 Quail Creek Rd. (Daulong) have been submitted to the

ARC.

Mr. Peters will review and participate in the approval process of the Daulong's pool in addition to David Fuller and David Hoye so as to not create a conflict of interest for Mr. Daulong.

B. Landscape Committee

1. Mr. Peters to follow up on landscaping light repair and installation of flowers for Fall color at QC entrance.

V. Other Business

- A. Additional safety check measures regarding Clint Packer Memorial Park pending email follow up from Jordan Robertson post – inspection.
- B. Next board meeting set for January 10, 2017 at the Steinhagen home – 304 Pheasant Hill Dr.

VI. Open Forum

- A. No questions; no discussion.

VII. Recess to Executive Session

- A. Discussion regarding 1 violation on Pheasant Hill Drive regarding Article 8.5 trailer storage.

VIII. Reconvene in Open Session

- A. Unanimous consent among board members to send a violation letter to homeowner on Pheasant Hill Drive.

IX. Adjourn

- A. Meeting was adjourned at 7:52 p.m.

Respectfully submitted,

Casey Berley
Quail Creek HOA Secretary