



MOUNTAIN GATE

Owners' Association

Mountain Gate HOA Meeting Minutes

Date and Time: 03/30/2020, 7:30 PM

Location: Zoom videoconference

Board Members Present: Bill Lazar, Aaron Reiter, Rob Marreel, Matt Kleinke, Glen Hanna

General

- Meeting was held online with Zoom and started at 7:40 PM.
- February meeting minutes were approved and PDF is posted in Dropbox.
- The next meeting will be online on April 28, 2020.
- The meeting was adjourned at 8:43 PM.

Financial

- Bank account values were reviewed. Everything balances out.
 - Update: Checking = \$4,237.20, Savings = \$21,378.67, CD = \$20,505.63
- Aaron working with Accountant on taxes, confirmed will not take place till after our fiscal year, mid-April.
- Outstanding Dues
 - Two dues still outstanding less than one year. Mailer reviewed and will be sent out at end of March.
- No new title requests since February meeting.

Outstanding Violations

- 15540 Ashley – as soon as the weather turns better, the concrete company and materials are ready to fix the sidewalk. The Board will respond via e-mail to provide time to implement the plan. Continuing to follow progress.
 - Continuing to follow progress.
- 15491 Peachtree – moss on sidewalk is overgrown and causing a potential slip hazard. Cable hanging in front of the house, stuff in driveway, etc. Needs to be removed and cleaned up. Garage door is blocked and needs to have complete access. Send a first violation letter with 20 days to respond. In March meeting discuss progress.
 - Cleaned up sideboard junk, removed wood, power washed. In compliance at this time.
- 14776 Scarlett – fence needs repair and possibly sidewalk. Glen to contact residents about remedy plan. – review at March meeting
 - Called and will fix irrigation and fence when COVID-19 goes away and warms up
- 13684 Ashley Ct – review - Paint on the house needs maintenance. Board members to review and discuss at March meeting.
 - Reevaluate in a week, if not brought into compliance we will send a violation letter

Special Topics

- Annual Mailer:

- Reviewed the initial draft, some modifications proposed, finalize at March meeting and mail.
- Considering more customization of letter to improve review of contact information – Aaron and Matt to look at a mail merge options.
- Annual Meeting:
 - Dates reviewed for May Annual meeting:
 - 1st choice May 19th
 - 2nd choice May 20th
 - 3rd choice May 12th
 - Rob to update annual meeting announcement and email new proposal
 - Rob to contact Alberta Rider to lock in date
 - Online meeting on May 19th – send out annual letters, send out blast e-mail one week prior, have link on website to join.
- New Board Members for consideration
 - Both Natalia O'Neil and Andrea Thompson have expressed interest in participating with the HOA board.
 - Andrea nominated for Secretary.
- Block Party 2020:
 - September 12, 2020 is the proposed date for the 2nd Biennial Neighborhood Block Party
 - Check-in time for July meeting to make sure we are a go (due to COVID-19)
 - Bill will get a permit from Washington County and each neighbor in Tarleton Ct. will be asked to sign off.
 - Have to wait for COVID-19 to clear to get signatures
 - Committee will be chaired by Katie Marreel, supported by Barbara Kleinke, Patricia Hanna, and hopefully Angela Lewis.
- Aaron will back up Matt for Speed Sign while on Vacation/Business Travel March 21-April 8. (update Matt's vacation and business travel has been cancelled)
 - Aaron received a notice from our attorney that rates are going up March 1st, 2020 from \$0 to \$60 hourly depending on the attorney.
 - Backflow prevention is due for the front area; water needed to be turned on – Aaron had it turned on; they will come out in a few days to test.
 - New copy of the insurance policy received; Aaron to check to see if it is the most recent and update as necessary.
 - Planted new grasses, put Moss-out on, (e-mail from Rob)

Action Items

- **Glen**
 - Get Matt the names that need to be updated in the Directory for new neighbors
- **Aaron**
 - Send out letters with late fees for dues
- **Rob**
 - Update Annual Meeting Announcement and email new proposal to board
 - Contact ARE to lock in Annual Meeting date
- **Matt**
 - Matt going try once / week battery change – successful and ongoing
 - Partner with Aaron on a mail merge version of the annual dues mailer
- **Aaron and Matt** – discuss / prototype mail merge options for annual mailer.
- **Bill**
 - Get permit for block party
 - Get sign-off from Tarleton Ct neighbors for block party