

**HOA Annual Meeting Minutes**  
**REMINGTON PLACE ESTATES HOMEOWNERS ASSOCIATION**  
**Thursday, Nov 5, 2020**

Start time: 6:05PM

Location: Horizon Pointe Church

We went around the room for introductions from all members. Attending the meeting was Josh and Jess Tims, David Riffle and Darleen Beard, Don and Donna Lunsford, Tom Lassen, Rod Koehn, Jamae Fulton, Tamara Steck, Jerry Nunley, Linda Carpenter-Rhodes and Jerry McGaha (on the phone).

The continuing and newly appointed HOA volunteers and appointees are: Jamae Fulton, Linda Carpenter-Rhodes, Darleen Beard, Jerry McGaha, Rod Koehn, David Riffle, Tamara Steck, Jana Hammer, Briana and Christopher Windham, Caleb Neal and Ryan Lozier. **Note: we have a new Architectural Committee member, Ryan Lozier, who will begin in January and continue through 2021. The Webmaster position is still vacant.**

David Riffle discussed quorum requirements and meeting protocols and a new initiative to adhere more formerly to the Robert's Rules of Order, which is a manual of parliamentary procedure that governs most organizations with boards of directors. We discussed the duties and positions of the HOA, the introduction of board members, and how they will be determining approved positions later in the meeting. The formal parts of the meeting will be covered first and if anyone wishes to bring up any new issues, to bring it up in the 'Open Forums' section later in the meeting, to help keep the meeting on track. David asked all board members and officers to stay after the meeting to discuss further plans of action.

A recap of the last meeting minutes were discussed and the board approved them as an official documented minutes.

The finances were discussed and the need to make paying HOA dues easier was brought up such as a scan card reader device for cell phones and a possible PayPal account. These will be added to the Priority/To Do list and the Treasurer and I will look into any costs associated with these endeavors. We already have two scan card readers that came with QuickBooks On-Line. We just have not attempted to test it yet. We discussed the knock-on-door method for collecting dues, which is an option we may have to resort to considering there is still \$1400 owed on seven accounts. We are also going to begin charging late fees for those not paying their dues. We also discussed, in the open forum section, to assign a third person to become an internal auditor to assist the treasurer in making financials measure up correctly and place in correct categories.

David discussed the primary mission of our neighborhood's HOA and asked that we make it our official mission statement which is "To enforce a high standard of compliance with by-laws in order to maintain the highest level of value for everyone's properties." Considering our neighborhood has one of the lowest HOA dues in the state, we feel homeowners are getting a bargain. We also wish to avoid being a typical HOA in the most annoying sense of the word as a lot of HOAs are known to measure the height for your grass and even ask approvals for types of flowers to be planted. We want to be laid back while still enforcing the

rules fairly. That being said, if anyone knows of violations they wish us to pursue, the board of directors and officers will address every complaint immediately. The question has come up in the past on how to process violations and that to be fair all violations must be done fairly across the neighborhood and a violation letter issued to every violator equally. I discussed this matter with our lawyer who stated that the board has the right to prioritize all violations and address these violations with a predetermined method for prioritizing such as visibility, the impact of the neighborhood, length of time the violations have occurred, etc. Also, the roof color 'Weatherwood' although there are slight varying shades, is the only approved color for our neighborhood.

Stats and Accomplishments - We've had 11 new neighbors move in this year. WELCOME to all our new neighbors! Our architectural committee has processed 12 build requests for sheds, pools, etc. Our treasurer has processed 64+ dues payments, made monthly lawncare payments, and utility payments.

Jamae Fulton, chairman of the board, led the meeting to approve the number of board members for the new year and asked if anyone would like to volunteer for any positions. The board chose to continue with five members unless we have more volunteers in which they would consider changing it to seven members. All current board members have agreed to serve another year. The board also voted and approved all officers/other volunteers in which all volunteers have also agreed to serve another year. We still have an opening for a Webmaster. Darleen Beard brought up that we need some good sign makers for our events/meetings and Jamae volunteered to have her family make them.

The open forum section is used for new issues and we discussed all other topics like whether to hold our annual Christmas Extravaganza this year or whether to try other safer activities because of the on-going and increasingly dangerous COVID-19 pandemic. Jerry McGaha's wife, Stephanie, came up with the idea of a visual scavenger hunt for the kids with a dozen of our neighborhood residents putting something in their window such as a picture of a reindeer or some other holiday symbol for the kids to check off their scavenger list and to get a small prize for a completed scavenger hunt. So we voted to go with the scavenger hunt this year instead of our annual Extravaganza. Stephanie McGaha and Jamae Fulton will be in charge of it. Everyone also agreed to continue with our annual Christmas Lighting Contest and we will do a popular vote system like we did in 2018, by letting the neighborhood vote on who they think has the best lights. One vote per address. We discussed further research in games or other activities on the internet to consider for the upcoming holiday season. We also discussed giving more prizes for lights this year, so along with 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup>, we may also have a 4<sup>th</sup> and 5<sup>th</sup> place honorable mention winner. The cash amount of the prizes is still to be determined. We will post information about the scavenger hunt and the light contest on our website as we make final arrangements in these areas.

#### **6:49PM Closing Remarks and Adjournment**



David Riffle  
REM HOA President