

**MERIDIAN VALLEY MAINTENANCE ASSOCIATION  
MONTHLY BOARD MEETING MINUTES  
March 14, 2012**

**CALLED TO ORDER BY PRESIDENT** Jan Lewis at 7:05 p.m.

**ATTENDANCE:** Jan Lewis, Dale Mjelde, Mike Rucker, Barb Farley, Jack Ottini, Dick Metz, Brian Applebury, Bob Steiner, and Cheryl Havener

**PREVIOUS MEETING MINUTES:** Approved as written

**TREASURER'S REPORT:** Mike Rucker

- **2012 Assessment Collection:** As of Monday the 12<sup>th</sup>, 414 properties are paid in full. Three properties have made partial payments, three have said they will pay this month and one property is in probate so we will not collect until that is settled. The remaining five have so far been unresponsive; three are bank owned and two are local. Remotes have been turned off for those properties. Last year at this time, 409 properties were paid in full and seven were unresponsive.
- **Budget:** Provided copies of the budget vs. actuals through March 12<sup>th</sup> along with rationale for significant departures from the budget. Reports from our QuickBooks accounting software show monthly budgets in proportion to the date on which the report is run so that the full amount for the month only shows up for a report run at the end of the month.
- **Reserve Fund:** Edward Jones has executed our requested mutual fund trades to rebalance our reserve fund investments in accordance with our investment policy guidelines. TIPS will be purchased in the April auction.
- **Income Tax:** Our Income Tax return was completed, signed and mailed to the IRS on February 14<sup>th</sup> along with a check for \$459. An account has been setup with the IRS to allow us to use electronic funds transfers for future year's payments.
- Journal entries were made in QuickBooks for our reserve fund and depreciation expenses as directed by our accountants.
- **1992 Addendum to the DORs:** Adds "private entity" to the list of agencies, etc to which the Association may transfer common properties. The version of the DORs on the MVMA website will be updated to include this addendum.

**COMMITTEE REPORTS:**

**FACILITIES:** Jack Ottini

- Damage to fence reported in three areas. All three areas of damage were found in the common ground areas. One top rail is bent and five have barbwire damage. No problems reported during the recent rain, wind, and snow storms.
- A policy that covers the growth of vegetation over curbs and under the height of 13' 4" above street level was presented to the Board. Discussion was held; the proposed policy will be emailed to the Board for suggestions of improvement and then be sent to DEMCO to review.

**SECURITY:** Dale Mjelde

- A copy of the proposed Skateboard policy was distributed and discussed. The policy will be sent to DEMCO for final writing.

**COMMON PROPERTIES:** Jack Ottini / Barb Farley

- Work is continuing on upgrading the common grounds. The weather has stalled some of the work, but results are starting to show. Prices for fence screening and plants for 144<sup>th</sup> Avenue SE were presented for Board approval. M/S/P the plants only should be purchased and planted. Then it will be determined whether a vinyl cover will be needed for the fence.

**MVCC:** Brian Applebury

- Attended the tour of the Common Grounds, was surprised at the amount of the area that needs to be maintained.

**ARCHITECTURAL:** Barb Farley / Dick Metz

- The Architecture Committee met and approved seven requests. A request was denied on the basis that the roofing product did not meet MVMA standards. One additional request regarding a fence was not considered for approval. Two committee members will do a site visit and help the property owner to explore her options of a privacy screen vs. the fence with a gate.
- Three of the approvals involved replacement glass and/or windows, one approval involved a roof replacement, and tree approvals pertained to tree removals.

**WEBSITE:** Robert Steiner

- The recent Newsletter publicized the resident database and encourages residents to request their passwords so they can check/update the resident information. To date, requests have been received from six residents. Unfortunately the MVMA office e-mail listed in the Newsletter was incorrect. An information/help sheet was developed and when a request for a password is received the information sheet is attached to the e-mail that is sent to the resident with the password.
- Will post the Skateboard policy as soon as received back from DEMCO.
- The list of currently approved synthetic roofing materials is ready to publish on the web. The current plan is to attach the list to the current Roofing Policy. The list will include links to: 1) a picture of each of the approved samples and 2) a picture of a residence which have each of the approved synthetic roofing materials.
- Posted the February meeting minutes and the March Newsletter to the website.
- Added/deleted several residents to/from the e-mail distribution list.

**PRESIDENT'S REPORT:** Jan Lewis

- The Cub Scout Pack 407 has requested permission to hold a food drive March 17<sup>th</sup> and 24<sup>th</sup>. All door hangers still up on the 24<sup>th</sup> will be removed. Discussion was held, M/S/P to allow the food drive.
- Visited a resident out side our fence that had a complaint about the maintenance of the bordering property within our community. Situation is being handled.

- Discussed Lot #121 concerns about an aggressive dog in the condos outside of our fence. So far, the dog has only barked. We will try to keep an eye on the situation, she feels it may dig under the fence and attack her and her dog as they walk.

**MEETING ADJOURNED:** 9:05 p.m.

Minutes prepared by Cheryl Havener