

**MERIDIAN VALLEY MAINTENANCE ASSOCIATION
MONTHLY BOARD MEETING MINUTES
January 16, 2013**

CALLED TO ORDER BY PRESIDENT Mike Rucker at 7:10 p.m.

ATTENDANCE: Mike Rucker, Barb Farley, Jack Ottini, Dick Metz, Eric Zerr, Brian Applebury, Bob Steiner, and Cheryl Havener
Absent: Frank Wisdom

PREVIOUS MEETING MINUTES: Approved as written

TREASURER'S REPORT: Dick Metz

- Dues collections are \$238,475 thru January 15th which looks to be on budget. I will re-examine this in February and start calling the members who have not paid.
- Actuals to budget look good; I ran it for December and January because several of the biggest bills were paid in January for both December and January billings.
- Each Board member that has an area with a budget should re-review their budget for 2013. Let me know if there are any issues.
- IRS 1099 and 1096 forms have been filed. Shannon and Associates are working on our tax return. I will make sure they are meeting our date to file and that they are working depreciation and capital appropriately.
- We have three insurance policies: a commercial policy, a Director and Officer (D&O) policy, and an umbrella policy. The commercial policy has been paid; the D&O policy will need a temporary extension while we look for a new carrier because of the change in our tax status. We should get billed for the umbrella policy shortly.

COMMITTEE REPORTS:

FACILITIES: Jack Ottini

- Comcast will be working on the cul de sac street behind the 11th green to replace cable and improve service.
- The gates are having problems in the cold weather. They move much slower. The findings from the Guarding Security inspection were read.
- Several reflectors will be replaced when it is warmer. Two sign posts were fixed.
- I am checking with Kent to borrow a traffic counter to count vehicles at the gates. We will be able to use a radar gun to check on speed.
- Kim has contacted Nick. He is willing to check out our gate remotes and receivers at each gate. The system was installed over five years ago. He will do a complete inspection with a written report for \$500. He also has information about our computer system so we may not have to use Pacific Fire in the future.

ARCHITECTURAL: Barb Farley / Frank Wisdom

- The Architectural Committee is off to a great start with two new members and possibly a few more. We've approved two tree removals and approved planting several new trees in another yard. Requests are slow during these winter months.

SECURITY: Eric Zerr

- Spoke with the MVMA attorney to confirm how long the Guard logs should be kept. We will now be keeping the logs for two years plus the current year.
- Sat down with Kim and I was brought up to speed on their operations, current issues, and technology they are using.
- Briefed Board on 1/11/13 incident where numerous Kent PD vehicles coming in to search for a suspect that jumped the north gate.
- Future business:
 - I will look into getting a Kent PD speed-reader board that can be placed at various locations in the complex.
 - Schedule maintenance for security truck.
 - Finish revising the DOR cheat-sheet for the next Newsletter.

COMMON PROPERTIES: Jack Ottini

- Continue to clean-up and prune all common areas. Have met three times with Trent about projects for the first half of 2013:
 - Main Gate removal of trees between signs and gatehouse. Removal of stumps, prepare soil for new plants, will use the water meter on 132nd. Keith will remove the trees.
 - There will be more plantings with added bark at the north and south end.
 - More plants to the island at south gate.
 - The removal of branches growing low over the road.

WEBSITE: Robert Steiner

- December and Annual meeting minutes have been posted to the website
- The Board listing has been updated on the website. The same will be done for the Architectural Committee when an updated listing of those on the committee for 2013 is available.
- Several residents have been added to/deleted from the e-mail distribution list. Slightly more than 50% of MVCC residents are on the e-mail distribution list. The current Gate Access form requests e-mail addresses of new residents which will help expand our e-mail distribution list.
- Board members will be set up to have Read Only Access to the MVMA resident database.

PRESIDENT'S REPORT: Mike Rucker

- Current and outgoing MVMA board members had their annual dinner at the Meridian Valley Country Club. Thanks to Jordan Pitre, Mike Hack, and their staff at the club for the excellent food and service.
- Since the Country Club office is not currently being staffed on Mondays, calls for the MVMA office will need to add extension 32 to reach Cheryl in the office.
- Discussion was held and decided that Dick Metz will serve as Vice-President/Treasurer.
- The next newsletter will be mailed in March and will include an abbreviated DOR and Policy information sheet that Eric is working on. MVCC will also be asked for an article.

MEETING ADJOURNED: 9:00 p.m.

Minutes prepared by Cheryl Havener