

New Columbia Owners Association Meeting
Owners Association Minutes
April 23, 2013

Attendees:

Owners Association

Tom Brenneke
Molly Rodgers
Chad O'Lynn

Guests

Matthew Fullen, GRES
Lori Nicholson, GRES
David T Schwindt, CPA

Membership

Doug Deane
Marcia Knudson
Janis Khorsi
Julie Newhouse

The meeting was called to order at 6:38 pm by Tom Brenneke.

I. Review of 2012 Financials – Schwindt & Co CPA

David Schwindt reviewed the Associations 2012 financial statements. Tom Brenneke informed members this statement is a draft and prefers not to distribute copies at this time.

- David Schwindt reviewed the financial statement and suggested that nothing appeared out of the ordinary.
- David Schwint spoke to the Board regarding the Management Letter, stating Schwindt & Co would like to bring the matter of insurance to the Boards attention. Tom Brenneke suggested the Board takes control of the insurance from Home Forward and confirm coverage limits.
- Tom Brenneke suggested the insurance company attends the next board meeting to explain the insurance. Tom Brenneke wants insurance coverage confirmed and transferred from Home Forward to the Board.
- Tom Brenneke asked Matthew to confirm receivables. David Schwindt spoke about bad debt and not writing it off but rather using a contra account and leaving it on the books. This will make it easier to track.

II. Review of February 2013 Minutes

Matthew reviewed the minutes from the February 26, 2013 meeting.

Motion: Tom initiated approval of the minutes, Molly seconded, and Chad provided the final approval on the minutes

Action: The February 2013 minutes were approved

Question: Chad O'Lynn asked about the exterior lighting project. Matt responded that the lighting project will be a major focus of the May Association Meeting.

III. Review and Explanation of the Home Owner Information Sheet

- Matthew explained the new Home Owner Information sheet in detail and requested feedback.
- Chad suggested bank account information is not something that we want the home owner to provide that section should be removed. Tom Brenneke agreed with removing the bank account information from the info sheet.
- Chad proposed a change in the rules regarding the info sheet. He stated that within 3 years the info would be outdated and suggested info sheets be completed annually. Owner information form to be changed to include annual updating of forms.
- Tom Brenneke stated info sheet could be part of the closing process and could be completed at closing.
- It was suggested there be a 30 day grace period and after that \$10.00 per month for not turning in the Home Owner Information sheet.
- Molly mentioned change unit # to address on the form.

Question: What is the purpose of this form? Chad explained the purpose of the form is to have records of who lives in a home and have means of connecting with them.

Question: Do renters have to pay the same fines?

Chad explained the schedule of fees does not apply to renters. Renters have their means of rules enforcement.

Re: Fine Schedule revisit violation # 1 and the fine.

4 needs to change as \$100.00 is worth it to some home owners to violate the rule of architectural approval. Board approves the changes on Home Owner Information form. Forms to be sent out pending final signatures.

IV. Comments and Questions

Question: How often do we re-screen renters for criminal background after they move in?

Answer: Renters are screened prior to move-in and not re-screened at all.

Homeowner asked about Probation and Parole office and police on horseback. She says she is concerned about the lights being out in her area.

Reply: Matthew replied by telling the home owner, police on horseback was for the spring break kick off at the boys and girls club and the probation and parole office will still be onsite, although this has not yet happened.

Meeting adjourned at 7:40pm.