

Green Hills HOA

Board Meeting

Date: 02/07/2023 at 7PM

Location: Huntsville Library and Zoom

Attendance

- Board and Officers attending:
 - Troy Banks, Jay Polo, Jaimi Liddell, Sara Vigh, Sam Clark
- HOA Members attending:
 - Jacques Behar
 - Leslie Stitt
 - Kent and Linda Baucher
 - Brenda Cooper
 - David Crim
 - Becky Anderson
 - Tami Johnson
 - Nathan and Alisa Easley
 - Brian See
 - Blaine Nimer
 - Jim Chamburg

Meeting called to order 7:02pm

Agenda

- **Minutes**
 - Approved unanimously
- **Old Business**
 - Review Financials
 - Sam shared and reviewed the latest P&L and balance sheet statements
 - Expenses have been very comparable between this year and last year
 - Insurance renewal
 - Jaimi shared two options received and shared them with her agent
 - Her agent's perspective is that if Auto Owners will renew us we should stick with them and that we could pass on the separate hunting rider.
 - Sam, reminded that Auto-Owners is a top tier carrier and that Golden West could not find other such mainline coverage. Also that the hunting product is a secondary product specific for hunting. Sam feels that unless we can get a new agent that confirms hunting is included, then we should get the rider.
 - While the UT regulation of hunting liability states that we would not be liable, it does not preclude us from being sued for negligence.
 - Troy suggested that hunting is only allowed with an indemnification.

- Jaimi indicated that the agent for Auto-Owners indicated there was less concern
 - Sara felt that we needed assurance we are covered instead of going without.
 - Jay motioned and Jaimi seconded that we move ahead with Auto-Owners insurance.
 - Jaimi motioned that in the process of moving forward with Auto-Owners we also switch to A-Insurance in Syracuse. Troy seconded. Vote was unanimous.
 - Hunting policy would come from a secondary carrier. We will further discuss and vote on this at the next meeting.
- Gate update
 - Sara indicated that Mike Wixon has not yet shared a rough drawing of the gate's position. Troy asked that we review such a drawing before it is sent to anyone.
 - We will need the exact location for the gate. While there are markers, they are under the snow. It is written on the county survey that it is not exact.
 - We do have a surveyor that was done and they did provide their interpretation of the locations.
- Website update
 - The HOA attorney provided clarification on what you can and cannot do if you have a website. Certain information is required by law if you have a website.
 - Troy explored costs and recommended Wix at roughly \$13/month depending on storage requirements. The biggest effort is on the front end setup. After that it would not be much work to maintain.
 - Jaimi suggested and it was agreed that since a management company might provide a website to manage interactions and include features such as bill pay that we should wait before moving forward.
- Digitizing our paper records
 - Sam had shared the record retention policy. Attorney was going to review.
 - Jay to send the records retention document to the HOA attorney to provide a cursory review our policy and any needs.
 - Sam can scan documents quickly based on guidance from the lawyer reviewing our retention policy.
- Video conference equipment update
 - Jay has purchased the audio and video equipment that was agreed in the last meeting. He was able to buy a refurbished unit to save expense.
 - He will bring the equipment when coming to town later in February.
- Reserve study update
 - We have the two proposals that Jaimi has shared.

- Sam found a prior Reserve Study from Felix which the HOA had previously funded and is good until 2026 if we were to adopt it.
 - Jaimi and Sam shared that some of the management firms would oversee any 3rd party firm conducting a reserve study for us. We should inquire about this with the management firms we are exploring.
 - Fiber optics - member survey update
 - We have discussed the need for a survey of the members to understand the percentage in favor of installing fiber optics in the community.
 - Leslie commented that the water and sewer district needs to move ahead with mapping the water and sewer lines. However there are some additional steps required.
 - A new mandate requires knowing exact location and materials.
 - There are some additional efforts to support fiber optics which they would not do if the community does not want the service.
 - A community survey should consider these points
 - The trenching will not cost the members anything, regardless of whether a member chooses to opt in to the services for their household.
 - Need a caveat that if the installation damaged the water district line it would be on the community to repair.
 - Jay will draft additional questions and share with the board for review.
 - HOA management firms update
 - We reached out to two management firms and some accounting firms
 - Steve would like to get two more, before we meet with some of them.
- **New Business**
 - Legal review with Smith Knowles, PC.
 - We met with Burt Willie, of Smith Knowles, PC, who specializes in HOAs, for a one hour consultation.
 - We discussed the consistency of our governing documents
 - The documents are stale and have ambiguities that create exposures that need to be addressed.
 - It is important to engage the community in the process and understanding of the importance of improving the documents.
 - And in the process, validate that the members will support the process.
 - In community discussions, we should word things in a way to get a commitment from people to agree to take action
 - Understand the willingness for more or less restrictions.
 - “If you present me with the right kind of document, then yes, I will vote in favor.”
 - Begin with a statement as to why we need to update them and what we hope to accomplish.

- Smith Knowles provided a quote for adopting new governing documents based on best practices templates that would be adapted to our needs.
 - We also discussed management firms to support the operation of the HOA.
 - Burt Willie shared some names of management firms that he has worked with.
 - He also offered some names of accounting firms that we might consider to support some of the bookkeeping tasks.
 - Jay to reach out to Burt for those accounting firm names.
 - Jay will send additional details to Burt on the points we discussed for follow up with him:
 - Review Nass Agreement and the assertion of the fee schedule as well as the settlement agreement.
 - Engineering and validation of the #36k limits.
 - Records retention policy appropriateness and needs.
 - And regarding the governing documents, Jay will let him know we are seeking community support before we decide whether to move forward.
 - Sam will pay the invoice for Smith Knowles, PC.
- Dark sky and lighting
 - Troy shared that he received a complaint about some new construction lighting and a concern that non-conforming lights were on all night
 - Lori Wentland clarified that they were not on all night, rather only an hour or two.
 - The HOA asks that if members have a situation with your neighbors that you simply talk with the neighbor. New construction needs to meet the county requirements which are not managed by the HOA.
- Review snow removal
 - Troy shared that Grass Plus suggested using some heavy equipment to move snow away from the road to create more clearance. We declined.
 - Jaimi lives at the top of Kelly and felt we were okay.
- Communicating change with the community
 - Jay shared the test surveys, and will continue to optimize the process.
- There were notices in the mail about establishing a new city encompassing much of the unincorporated portions of the valley, including Green Hills.
 - The HOA discussed that it may be nice to be governed by a city vs the county but were unclear about the pros and cons.
- Next meeting is March 14th at 7pm

Meeting close

- The meeting was adjourned at 8:40pm