

**Clearview P.U.D. Homeowners Association  
A Corporation Not-for-Profit**

**Board of Directors Meeting**

**Date: Wednesday, January 14, 2015**

**Time: 6:30 pm – 8:00 pm**

**Place: 320 Alder Avenue – Teri Zeitler**

**Meeting Notes**

1. Establish a Quorum – Brandon Ostmeyer, Rob Burns, Amanda Goodale, Randy Olson, Teri Zeitler, Ernie Lane – Board members; Michelle Merrill – Guest; Verniece Thomas – Property Manager
2. Call Meeting to order – 6:35 p.m.
3. Reviewed and Approved minutes from December 10, 2014 meeting – Motion made by Amanda, Second by Rob, Approved
4. Financial Report as of 1/31/15

Checking #25004000250	\$ 1,535.46
Savings #25004000269	\$ 49,356.10
CD – 7/8/14:	\$ 7,713.44 – rate .40%

5. Previous Meeting Business
  - a. Annual meeting
    - i. Agenda - reviewed
    - ii. Proposed 2015 budget - reviewed
  - b. Outstanding accounts – discussed the outstanding accounts. Decided to have attorney pursue accounts that are delinquent by two or more years. Motion made by Randy, second by Amanda, motion approved.
  - c. Newsletters – reviewed the draft newsletter. Made revisions. Board members will deliver the newsletters. Motion made by Rob, second by Randy, newsletter with revisions was approved.
6. New items –
  - a. Cougar Land Services LLC waiver/permit – discussed the permit. Verniece reported that the Cougar rep had told her that the seismic sensors would not have to be set in the ground. The sensors have spikes that could be pushed into the ground to hold them instead of digging up the soil and putting them below ground level. Randy has had discussions with Cougar so the Board authorized him to revise the permit and return it to Cougar Land Services. Randy said that before sending the revised permit to Cougar Land Services he would send it out for Board review.
  - b. Outlot ownership – Verniece reported that it may be more involved to transfer the outlots to Clearview PUD HOA than originally anticipated. She will continue to work on this issue.

- c. Plan review – 331 Alder – H & G Investments submitted their plans for the house that they are going to build at 331 Alder. The Board doesn't approve the plans but will need to approve the exterior colors and landscaping. Verniece will get back to developer.
- d. Update from KD & Kompany – there was no update for January.
- e. Landscape contract – Randy is working on the criteria for the landscaping contract. Bids will be obtained for mowing, fertilizing, spraying the trees and bushes, trimming trees and bushes, maintain the detention pond, Outlot G, etc.
- f. Website – discussed keeping the johnstownclearviewhoa.org domain name. Motion made by Brandon, second by Randy, motion approved.
- g. Approve invoices – Motion made by Ernie, second by Brandon, approved the invoices.

7. General Discussion

- a. Per state statute requirements Verniece reviewed with the Board the fees that she charges for property management. She also disclosed to the Board that she charges a \$150.00 per lot status letter fee. This is the same fee that Kellison Corp and PB Roche charged when they were managing the property. This fee is only incurred when there is a real estate transaction and a letter is requested by the title company.
- b. Verniece also told the Board that she will be taking the Community Association Management course and obtaining the CAM certification. State Statute now requires that anyone managing a community association has to have this certification. This statute goes into effect as of July 1, 2015.

8. Adjourn – 8:00 p.m.

Meeting schedule

February 11, 2015 – 6:30 PM – 3120 Woodbine Lane – Randy Olson

March 11, 2015 – 6:30 PM – 262 Buckeye Avenue – Amanda Goodale