

Forrest Groves Estate Homeowners Association
Minutes for April 8, 2021 VIA Zoom

1. Meeting called to order at 7:04pm by Max Progar Members present: Max Progar, David Kasper, Mary Dunlap, Joe Wise and Maile Kane. Non-board members: Stan Dunlap, Bookkeeper and Laura & Matt Dent.
2. A motion was made by Mary Dunlap to approve the minutes from the March 11, 2021 board meeting and the minutes from the Special Session on February 25, 2021, seconded by Joe Wise and unanimously approved.
3. Committee Reports
 - Financial Report – Stan Dunlap
 - See financial report for details.
 - Discussed getting our taxes done by a professional.
 - One homeowner is in arrears for \$2,700. This person has not responded to numerous correspondence.
 - Max will explore our options about our person in arrears and report back at the next board meeting.
 - Our budget for 2021-22 needs to be approved by the board in June.

Note: Stan Dunlap leaves meeting.

- Wildfire Adapted Partnership (WAP) Laura and Matt Dent
 - Plans are being made for our May 22-23 Clean-up Days.
 - A pizza dinner on Treasure Island is being planned for Friday night.
 - Getting a smaller chipper (due to transportation and needs issues) was discussed.
 - A list of jobs for our clean-up days was started.
 - Maile will create a list of jobs that need to be done and post this on the bulletin board by May 3rd.
 - Maile will put up the large sign on the corner of High Trails and Forrest Groves Lane on May 3rd.

Note: Matt and Laura Dent leave meeting.

- Water and Sewer Report – Dave Kasper- No issues
 - Discuss sewer fence repair.
 - Dave Kasper will take a picture of the damage and email this to Agriteck Fence Company to get an estimate on the cost to repair it.
 - Discussion on gathering all maps of sewer lines, water lines and plat maps. These will be consolidated and scanned for future use.
- Road Report – Mary Dunlap
 - Roads will be worked on in mid-May.
 - Discussing of creating a swale in front of 195 High Trails Drive and an earthen speed bump near the intersection of High Trails and Verde Lane.
- Trash and Recycle Report – Mary Dunlap
 - Dumpsters will be dumped twice a week beginning in May (Summer schedule).
 - Non recycling material (plastic bags, electric cords) were found in the recycling bin in a box from Amazon with an address.

- Mary will talk to the owner of the Amazon box with non-recyclable items.

4. Old Business

- Board members with the exception of president can be part time residents BUT it is strongly recommended that board members be a full-time resident for the following reasons: 1st VP of Water and Sewer need to immediately evaluate any sewer or water issues and coordinate the repair in a timely manner. 2nd VP of Roads/ Trash and Recycle has to evaluate snow levels on our roads on day of the snowfall as well as monitor the trash and recycling on a weekly schedule. Secretary needs to put up signs on the Community bulletin boards. Treasurer has to sign checks in a timely manner and work with our Bookkeeper.

5. New Business

- Annual meeting is set for July 6 via Zoom. A Zoom invite along with last year's Annual Meeting Minutes, 2021-22 Budget and Agenda will be sent out on June 18.
- A call for potential board members has been announced in 2nd quarter newsletter. A new call for potential board members with the announcement about the eligibility of non-full-time residents as board members will be sent in a mail blast on May 15 . Potential board members must give their names via email to Maile (smailekane@gmail.com) no later than June 5.
- On June 15 the following mailing will go out: Quarterly Bill, 3rd quarter Newsletter, Ballot and another announcement about our Zoom Annual Meeting on July 7.
- Ballots must be returned by July 5th and voting results will be announced at the Annual Meeting.
- The board is looking into our required policies.

6. There were no complaints or concerns.

Meeting ended at 7:40 pm.

Next regular FGEHA Board meeting will be on **May 13, 2020 2021 via zoom at 7:00 pm.**

Summary of Actions:

April, 2021:

- Maile will create a list of jobs that need to be done and post this on the bulletin board by May 3rd.
- Maile will put up the large sign on the corner of High Trails and Forrest Groves Lane on May 3rd.
- Dave Kasper will take a picture of the damage and email this to Artex Fence Company to get an estimate on the cost to repair it.
- Mary will talk to the owner of the Amazon box with non-recyclable items.
- Max will explore our options about our person in arrears and report back at the next board meeting.

Bookkeeper Report March, 2021 as of 4/1/2021 Reconciled

<u>Income</u>			
	875.00		
	125.00		
	<u>1,868.00</u>	ACH	
Subtotal	2,268.00		
Transfer Fee		Includes Dues	2,868.00
Interest (BSJ)*	0.00	*Non-interest-bearing checking account	
TOTAL INCOME	\$2,868.00		

Cash on hand	
RESERVE Savings Acct	\$ 4,000.00
Transfer Checking > Savings	\$6,000.00
Savings Interest	\$ 0.13
TOTAL SAVINGS	\$ 10,000.31
BSJ Checking as of 3/31/2021	\$27,985.74
Debits not cashed	\$ 0.00
Checking available funds	\$27,985.74
TOTAL AVAILABLE	\$37,986.05

Arrears 4/1/21 Under lien **\$2,756/89**

March, 2021 \$6,451.68 debits cashed

Snow blowing labor (credits)	640.00
<u>Expenses</u>	
Bank charge - checks	27.56
Bank - Transfer > Savings	6,000.00
Insurance	3,074.00
Postage	55.00
Office	9,156.56
Bookkeeping	525.00
Professional	525.00
Roads, landscape (shelves)	137.79
Caretaker W/S (790 + 100.00)	890.00
Sewer tests (114.00, 176.00)	290.00
Water testing	70.00
Water parts, maint., supp	24.00
Tractor fuel (12.00, 34.86)	46.86
Tractor Maint	
Trash/Rec	829.55
Utilities - Elec	481.92
Operations	\$2,770.12
TOTAL EXPENSES	\$ 6,451.68
Transferred to Reserve Savings	\$6,000.00
	3/12/21
TOTAL DEBITS	\$ 12,451.68

UPCOMING MAJOR EXPENSES

Road	~15,000
Sewer use fee	~ 4,000
Other typical expenses	~ 16,000
New state water testing	~ 3,000
GUESSTIMATE	~ 38,000
ANTICIPATED 4 th QTR INCOME	~ 18,000
GUESSTIMATE As of 6/30/21	
Checking Account Balance	~ 7,000
Reserve	~10,000

March Income	2,868.00
Expenses	6,451.68
NET for March, 2020	3,583.68

July 1, 2020 – March 31, 2021

Income	62,357.67
Expenses	45,553.08
NET thru March 31, 2021	16,804.59