

Draft Minutes of Northcreek Subdivision HOA Board Meeting

Wednesday, May 27, 2020

In Attendance: ***Board:*** Cat Cantor, Allison Russell, Ted Kennedy, Michelle Kinhead (first 15 minutes), Honey Ahijevych, Doug Carmichael, Darla Schueth
Distinctive Community Management (DCM): Beth Silverman, Christine Stolt

Call to Order: 6:34 pm

Approval of Minutes: On motion by Darla, second by Ted, the minutes of the March 19, 2020 board meeting were unanimously approved.

Owner's Comments: No comments received.

Financials: Doug expressed satisfaction with April 30, 2020 year-to-date financials. Most of the aged accounts receivable of \$2993 are related to those who pay annual dues split between two payments 6 months apart."

Business:

- Cat presented a concern by an owner about the lack of any restriction on the board for non-budgeted spending. Discussion followed resulting in a motion by Ted, second by Doug requiring the board establish parameters for a certain budget percentage it may spend in unbudgeted expense, above which Northcreek owners will be informed. The motion was approved unanimously.
- Beth summarized what should be incorporated into a rules and regulations handbook including: 1) an overview and general guidelines that track and reference the Covenants as well as an SB100 enforcement schedule, 2) architectural review standards, and 3) landscaping standards.
- By 6.29.2020, drafts of the above components of the rules and regulations handbook will be circulated to the full Board for review prior to its August 26, 2020 board meeting. Responsibilities:
 - Beth will draft the overview and general guidelines and Darla will format;
 - Cat and Doug will draft architectural review standards; and
 - Allison, Michlle and Honey will draft landscaping standards.
 - Beth will also circulate owner request forms for architectural and landscaping reviews.

Meeting Adjourned: 7:27 pm

Next Meeting Date: Wednesday, August 26, 6:30 pm