



**THE TRAILS HOMEOWNERS ASSOCIATION, INC.
BOARD OF DIRECTORS MEETING MINUTES
February 28, 2019**

- 1) Call to Order at 7:07p.m.
- 2) Roll Call by Secretary: All board members present, Wendi Frisen present for management, Ray Polach, attorney, present.
- 3) Approval of Board of Directors Meeting Minutes, 1/24/2019, Frank Jarke moves to approve, second by Jeff Berg. Abstain Mark Hansen, Aye - balance of board.
Approval of Board of Directors Meeting Agenda, 2/28/2019, Jenn Hamelly moves to approve, second by Cristy Happ, Aye balance of board.
- 4) Audience Participation - Joe Gromala - when have vendors doing work, have office staff do spot check to see how it's going. Snow plow damage happened at grass. Tree a couple of years ago has a root ball/gap. Paint guys have missed spots by roof lines. Comcast contract prevents other people coming in. Trees and bushes down on path here, they didn't take. Barb Hook - supposed to cut branches with paint cycle, hers weren't done. John Spears - executor of estate, trying to do work on Acadia house. Darlene Frederich - kudos to the snow removal this year.
- 5) Committee reports, proposals and recommendations:
 - a) Architectural Committee: by Frank Jarke. Windows - table to create a committee and further discuss with exterior colors, 2019 Committee (Inspections Start Date) start in April
 - b) Treasurer's Report: CD Update, Audit, Balance Sheet, Contracts - CD Hanmi closing, have until March 8 to move it to Harris in Roselle. Income statement doesn't have budget loaded yet, but closing audit, and should be done soon. Snow and lawn contracts due in 2020.
 - c) Management Committee - none.
 - d) Attorney Report - none.
 - e) President's Report - none.
 - f) Social Committee: Super Bowl Party Review, Children's Easter Party, Mary Tribute. SB party was great, good turnout. Easter egg hunt April 7, 1-3 p.m. Mary tribute service here possibly because many people didn't know about Mary's passing because we need to send a mailing out. Table discussion of the date.
 - g) Website/Trailblazer - working on website, totally trashed, can't even get into it. We have developed malware in there keeping everyone out with the white screen of death. Trailblazer is up to date, though. Maybe we wait until we figure out what our new software program will be.
 - h) Parliamentarian - none.
- 6) Management Report
 - a) MAS90 – Balances/Credits - about half of homeowners have outstanding balance. Ask Ray what we can write off. Heather Weiser moves that we write off any homeowner balances that are under \$50 or greater than three years old, provided the homeowners have been on time with payments for the three years, and pending attorney Ray Polach's approval. Second Zarah Latif. Aye - balance of board.

- b) Future Software - Buildium and Appfolio are frontrunners, Buildium less expensive. Buildium conference with Zach during meeting. Cristy Happ moves to approve one year of Buildium software in the amount of \$3648. Mark Hansen seconds. Aye balance of board.
- c) Interviews for Potential Permanent Replacement - need a posting for Indeed, HOA website, need to come up with a what are we looking for list. Jeff will start committee basing off Zarah and Frank's suggestion. Thursday March 14 7 p.m. possible meeting date.
- d) 663 Acadia Bay – Buyer? - Britany in charge of selling house. Nita trying to get ahold of her to buy it.
- e) Annual Meeting – Proxy, Mailing, 2018 Minutes.
- f) Paint Inspections - Dave's ready and waiting for weather.
- g) Office Furniture/Tables/Bar Stools - Zarah Latif moves that we approve to purchase office and conference room furniture on the highlighted portions from the furniture research not to exceed \$15000. Second - Jeff Berg. Aye - remainder of board.
- h) Payroll - Zarah Latif compiled information on payroll system options. Cristy Happ moves that we hire Intuit Enhanced Plan as our payroll provider. Second Jeff Berg. Aye - balance of board.

7) Unfinished Business

- a) Rental Rules Committee - Meeting - ask to put it off until June.
- b) Tot Lot Committee - Meeting - Cristy, Jenn, Heather, Dan -

8) New Business

- a) Homeowner Letters - we need to send more violations. table until after software in effect. 702 Yosemite homeowner. Neighbor has been using other neighbors' garbage cans and banging on the wall. Board to send letter to Laura Barth re: conduct.
- b) Audience Participation – Late Arrivals or Comments on Above

- 9) Executive Session/Closed Session Cristy Happ moves to enter closed session. Second Jenn Hamelly. Aye remainder of board. Jenn Hamelly moves to end closed session. Second Zarah Latif. Aye remainder of board.

- 10) Adjournment - Cristy Happ Moves to adjourn, second Heather Weiser, Aye remainder of board.

Upcoming Dates:

March Board Meeting 4/5/19 @ 7:00 PM

Annual Meeting 4/22/19 @ 8:00 pm