**GREENHILLS HOA BOARD MEETING**

**March 28, 2024**

1. **President Jason called the meeting to order at 7:00 p.m.** Those present were Jason, Jeanette, Cliff, Steve, Doug, Jen, Justin, Chris, and Lori. Those absent were Larry and Jamie.
2. **Agenda:** Lori made a motion to accept the March agenda. Doug seconded. Board approved 9-0.
3. **Minutes:** Chris made a motion to accept the February meeting minutes, with a second from Justin. Motion carried 9-0.
4. **Reports:**
5. Treasurer – Jen reported that 10% of Greenhills homeowners paid in full for the year. One homeowner paid all fees and fines and their liens have been lifted. There was discussion about clubhouse rental and pool use for those whose accounts are delinquent. This topic will be covered in the newsletter. The QuickBooks program has not been working exactly as expected as it does not include the service fee. After much discussion, Justin made a motion to no longer charge service fees to homeowners paying on time when payments are made through QuickBooks or PayPal. Lori seconded the motion. Board approved 9-0.
6. Clubhouse – Tammy reported that there are six reservations through March, and seven others through July. She had the clubhouse lightbulbs replaced.
7. Website – Chris will see that new dues payment options are added to the website.
8. **Committee Reports**:
9. Architectural Control Committee – Cliff reported there were three forms submitted this past month. A corrective action plan has not yet been turned in by the Tamerisk homeowners with non-compliant shingles. The board is considering options for the next action to be taken.
10. Lawn and Landscape Committee – Chris will schedule a date to get signatures on contracts with Turf Works and Outdoors Unlimited. Chris purchased materials needed and refinished the bench near the clubhouse on Bittersweet Drive. He will submit the receipts for reimbursement. Other benches will be considered for repair. The contract for grass cutting begins on April 15. Homeowners will be reminded that one pass will be mowed on each side of sidewalks. There is concern that the clubhouse will need to be mowed before April 15. Justin made a motion to pay our contractor $50 to mow prior to April 15 if needed. Jeanette seconded. Motion carried 9-0.
11. Pool Committee – Ray scheduled the tile repair and filter replacement. Ray has also scheduled the Energy Center to begin preparing the pool for opening.
12. Budget Committee – n/a
13. **President Comments:** Jason expressed appreciation to those attending the meeting and providing feedback.
14. **HOA Member Comments:** A homeowner shared that some of the documents on the website need to be updated. Chris and Dani will address this issue. A concern was shared about exceeding the number of allowed swimmers in the pool due to the growing number of families with children living in Greenhills. The maximum bather load is 36 people and homeowners at the pool bear the responsibility of not exceeding this limit. There was also a question about who trims the landscaped areas at the entrances to Greenhills.
15. **Old Business:**
16. Approval of the facia work at the clubhouse – A vote by email was held to approve a bid to repair the facia at the clubhouse. The work has been completed and totaled $920.90.
17. Approval of the pool tile repair and new filters – The board voted by email to approve a bid to repair tiles and replace the filters for $2415. The Energy Center began the work but has not completed the job.
18. Carry-over budget for additional projects – Ideas were shared for additional projects needed within the neighborhood. Doug made a motion to add line item 509 under Landscaping with a $500 budget to cover these additional projects. Jeanette seconded. Board approved 9-0.
19. Improving External Processes in the HOA – n/a
20. Internal Review – Digitizing the Covenants and Bylaws – A complete notebook with these documents will be brought to the April meeting and will be dispersed to interested board members.
21. **New Business**:
22. Review and approve the Pool SOP – This document will be emailed to board members with 2024 updates for approval at the April meeting.
23. Review and approve the 2024 Pool Manager’s contract – Justin made a motion to approve the 2024 Pool Manager’s contract with Ray Murray serving as the manager. Doug seconded. Motion carried 9-0. Lori will schedule a time for Ray to sign the contract.
24. Spring Clean-Up – Scheduled for April 20, 9:00 a.m.- noon. Volunteers are encouraged to help with clean-up around the clubhouse and to work in their own yards. A dumpster will be ordered and placed in the clubhouse parking lot for homeowner use. Guidelines for acceptable use will be posted. This information will be shared on Facebook, the website, and in the newsletter.
25. **Board Comments:** After discussion about the work Dani Valentine has been doing for the Greenhills website, Cliff made a motion to purchase a $100 gift card to show her our appreciation. Justin seconded. Board approved 9-0.

Four board members reported they will be absent from the April meeting. Steve asked if we planned to hold the annual neighborhood yard sale. The sale is scheduled for June 1st. Chris commented that many military families are moving and there will be homes for sale in Greenhills. Lori mentioned that the tennis net needed to be put up on the court. Cliff and Steve offered to take care of it.

1. **Next Meeting:** April 25, 2024 at 7:00 p.m.
2. **Adjournment:** Justin made a motion to adjourn the meeting, with a second from Lori. Motion carried 9-0. Meeting adjourned at 8:30 p.m.