**GREENHILLS HOA BOARD MEETING**

**February 22, 2024**

1. **Vice President Larry called the meeting to order at 7:00 p.m.** Those present were Larry, Steve, Jamie, Jeanette, Doug, Jennifer, Chris, Cliff, and Lori. Those absent were Jason and Justin.
2. **Agenda:** Lori made a motion to accept the agenda. Doug seconded. Motion carried 9-0.
3. **Minutes:** Doug made a motion to accept the minutes from theJanuary 25, 2024 Greenhills HOA Annual Meeting, with a second from Jamie. Board approved 9-0.
4. **Reports:**
5. Treasurer – Jen shared a new format she is using to report monthly expenditures and budget analysis. She reported that PayPal charges 3.49% to homeowners when paying HOA dues. QuickBooks offers a link to use for payments, with a fee of 2.99%. Jen explained that this would create savings for homeowners and would automatically credit accounts upon payment. After discussion, Jeanette made a motion to use QuickBooks for HOA billing, as a payment option. Doug seconded the motion. Motion carried 9-0.
6. Clubhouse – Tammy reported that there are currently three reservations for the month, and five others through May. She will use a bank card to purchase clubhouse supplies. Larry has agreed to hand out newcomer packets and issue pool keys.
7. Website – There were 67 hits this past month, and minor issues were resolved. Chris will add a link for the new QuickBooks payment option to the website.
8. **Committee Reports:**
9. Architectural Control Committee – Cliff reported that he received one ACC form for a new shed. An estimate was received for the Tamerisk Drive home with non-compliant shingles. A letter will be sent to the homeowners regarding HOA fines and the estimated cost to replace the roof with HOA compliant shingles.
10. Lawn and Landscape Committee – Chris will have Turf Works and Outdoors Unlimited sign their respective contracts for the 2024 season. The bench near the clubhouse needs to have boards replaced. Chris will purchase materials to make the repair. There was discussion about adding additional benches. Committee members will look for needs in green spaces throughout the neighborhood, such as trimming or mulch.
11. Pool Committee – A new pool manager is needed. There was discussion about increasing the pool manager’s pay. Lori made a motion to increase the pool manager’s pay to $20 per day. Jamie seconded the motion. Board approved 9-0.
12. Budget Committee – none
13. **President Comments:** none
14. **HOA Member Comments:** none
15. **Old Business:**
16. Recruiting new board members – n/a
17. Improving External Processes in the HOA – New board member, Jamie Farr, shared information about his family and background.
18. Internal Review – Digitizing the Covenants and Bylaws – Software that can accurately do the job has not been located, so several board members have done some work on these documents. There was discussion about dividing the documents among additional board members to get the job done. Further discussion will be held at the March meeting.
19. **New Business:**
20. Carry-over of budget utilized for additional projects – Several ideas were shared regarding needs in the neighborhood, including the tree stumps near the tennis court. There will be more discussion at the March meeting.
21. Approval of a new printer for the Treasurer – An email vote was held to approve a new printer and toner. The cost was $230.45.
22. **Board Comments:** The newsletter for the first quarter will be shared on Facebook and on the Greenhills website. The second quarter’s newsletter will go out with billing statements.
23. **Next Meeting:** March 28th, 2024 at 7:00 p.m.
24. **Adjournment:** Jeanette made a motion to the meeting, with a second from Lori. Motion carried 9-0. The meeting was adjourned at8:13 p.m.