

**Grassland HOA
Board Meeting Minutes
October 1, 2012**

The meeting was called to order at 6:30 p.m.

Board Members Present: Gary Hires, Joni Hires, Tracye Gearhart, Tom Knittle, Barbi Jones

Board Members Not Present: DJ Holster

Staff Members Present: Pam Lacy, Melissa White

Residents Present: Greg Wallace, Melody and Rod Prichard

The meeting was called to order at 6:31 p.m. A quorum was present.

Minutes:

The minutes from the last meeting were reviewed. Barbi moved to approve the minutes and Tracye seconded. The minutes were approved.

Appointment of a New Board Member:

Gary made a motion to appoint Lisa Holderness to the vacant Board position as treasurer. Barbi seconded the motion. All were in favor. Lisa will fill the unexpired term left by the previous treasurer, Justin Cornelsen.

Manager's Report:

Pam reported that there is a leak on the baby pool that is being addressed. She also reported that they made \$1200 on concessions during the pool season. That money is listed as a separate line item on the budget.

Pam asked if she could increase the watering of the trees because we are losing some trees in the neighborhood. Discussion took place about the timing issue on

the various trees and sections. The Board decided to hold off on increasing the watering on the trees until the next meeting to further review the water budget and costs. All agreed.

Approving the Corporate Seal:

Pam showed the Board the Corporate Seal that was made for the Association. The Seal will be used in place of having to have a notary for official documents. Tracye moved to approve the Corporate Seal. Gary seconded it. All were in favor. The Corporate Seal was approved.

Nominate Restriction Enforcement Committee:

Tracye reminded the Board that we had discussed the need to formalize the process the Board uses to enforce the restrictions and covenants. Tracye volunteered to head up the committee and requested Melissa White be on the committee due to the fact that she is the staff person who sends violations letters and fine letters. Gary volunteered to be on the committee as well. Greg Wallace indicated his interest in serving on the committee as a non-Board member. The Board agreed. Tracye indicated the committee will meet and have policies in place by the end of the year.

Approving Process of Amending New By-Laws:

Tom explained the reason behind the need to amend the revised By-Laws. Joni outlined the process that was necessary for us to get the information out no later than 10 days prior to the meeting. November 5th was the meeting date agreed to by members present. Melissa will get the ballot worded and send the ballot along with the proposed By-Law revisions to the printer and then mail the information to the residents by October 18th. A notice (agenda) of the Special Meeting of the Corporation will be posted and e-mailed to residents by October 26th. A regular Board meeting will follow the Special Meeting of the Corporation. All were in favor of the process and timelines.

Members Hearing:

No members were in attendance to address the Board.

Executive Session:

No executive session was called.

Financial Reports:

Tom moved to postpone the review of the financial reports to the next meeting to allow the new treasurer time to get up to speed on the reports. Joni seconded the motion. All were in favor. The financial reports will be reviewed at the next meeting.

Future Meeting Date:

The Board agreed that the Special Meeting of the Corporation will be held on November 5, 2012 at 6:30 p.m. A regular Board meeting will immediately follow the Special Meeting of the Corporation on November 5th.

Adjournment:

The meeting was adjourned at 7:08 p.m.

Respectfully Submitted,

Joni Hires, Secretary