

Minutes
January 2020 East Bluff Board Meeting

Tuesday, January 28, 2020

6:00 - 8:30pm

Present: Tina, Nikki, Kris, Brian, Peggy (late)

Absent: John

Homeowners: none present

Meeting started: 6:02 pm

1. Homeowner Concerns -- no homeowners present
2. Approval of November Minutes -- approved by consensus
3. Maintenance Report (Kris):
 - a. Upcoming medical may require her to be out of the office for a week in February. Should be able to get out documents for the annual meeting, as well as putting out ACH, etc.
 - b. Homeowner requests (anything that board needs to weigh in on) -- See notes below
 - c. Purchasing requests -- See notes below
 - d. **January** goals & progress-- See notes below
 - e. **February** priorities and goals -- See notes below

Maintenance notes from Kris:

- 210/211 water issue in basement. Difficult to determine where water is coming from. Met with basement experts and Ryans Contracting on the Jan 20 and they found that groundwater is surfacing. The contractor has worked with John Sutton and they will determine what needs to be done. The contractor stated that a drain tile and sump pump will be necessary.
- 528 water in basement – owner needs to completely re-slope his yard. Issue tabled until further notice.
- 200 lot entrances light – vandalized – it’s capped off for now. Northside will replace and repair.
- Snow removal is going well – Oscar and Myron are doing a great job. The crew worked on Saturday 1/18, Sunday 1/19 and Monday (Holiday) to get control of the heavy snow that fell on the 18th. I think they did a wonderful job considering both tractors broke down on Sunday.
 - More discussion of city vs. our plowing, but we are getting there.
- Staff will be working building by building nailing down siding that has sprung out whenever there is free time to do so. This will be an ongoing project which may take a long time. The company that put up siding when the City made us replace it did an unsatisfactory and unprofessional job. They drove hundreds of nails in where there was no stud or neglected to put nails in the studs. This may take months to accomplish but can be done in the winter or throughout the year as fill in work.
- All rail fence is removed around 309 and nothing was worth saving. It will not be replaced.
- Brian and I need to discuss the procedure and material/staff that will be needed to replace the plantings in front of the big sign. Board previously discussed Brian coming up with a couple ideas and presenting them at annual meeting for homeowners present to vote on.
 - Kris will look up ideas for plants that are easier to maintain.
 - Could roundup plants in spring before it emerges. Or wait until this fall.

- There are no purchasing requests at this time. It was necessary to replace the batteries in both tractors and both tractors need to be repaired. Broken tie rod on one tractor which was purchased and replaced by Oscar. The other tractor would not start and was repaired by Middleton Power. No costs are known at this time.
- January goals are to keep ahead of the snow and ice. Remove trees and brush and work on the building siding project listed above.
- February priorities same as above

4. Treasurer's Report (Peggy)

Unpaid Homeowners Fees	\$1-\$500	\$501-\$999	\$1000+	Totals
January 2020	\$2,685.76	\$1,454.02	\$9,684.21	\$13,823.99
January 2019	\$2,711.57	\$1,349.35	\$28,349.94	\$32,410.86

Checkbook Balance	\$102,110
Money Market	\$56,528

5. Old Business

a. Cameras

- Cameras on order. Cameras will be installed on 309 since these don't need trenching and will install the base. When? Will have to ask John when he gets back in the state. Kris is not sure. Will cost thousands to have someone else do it. Will get at it when the frost is out of the ground. More info needed from John.

b. Good Neighbor Project --

- GNP: Peggy believes that this is a very different project than Neighborhood Watch project. This one is more a seminar on a particular topic, like safety in your home. Next meeting is in the spring. What can East Bluff do to make our area safer? Encourage people to keep an eye out. In mornings/evenings, check out the weather, shovel walks, and can notice suspicious behavior. Could we create a safety committee or solicit ideas from homeowners--from annual meeting or on newsletter? Optional, but will it last/can we get people? Brian will research about ring doorbell and deadbolts, etc.

6. New Business:

- Annual meeting 2020 -- budget needs to be done and to Kris by February 21st. We have the location reserved. No coffee and cookies are needed. Draft of 2019 minutes needs to be found. Nikki and Kris will update the handouts/paperwork that is sent out to homeowners, including: bios and agenda.

- b. Staff performance evaluation due ASAP -- Nikki and Kris will talk about evals tomorrow. History: board worked out procedure and form years ago. Nikki and Kris will work on updating it to make it easier for all involved without losing the intent. Discussed staff shirts/hoodies. Need for consistency of colors. New navy blue is not as easily identifiable as the old green ones. New purchases should be identifiable. Green preferred by board.

7. Next Month's Newsletter

- a. Volunteers article -- Volunteers needed when homeowners are sick, unable to find others. Will be in the newsletter.
- b. Save the date / bio request, etc for annual meeting

8. Parking Report: View further below

9. Closed Session, if needed

Parking Report

	Verbal Warnings	Written warning	East Bluff Fine	City Ticket	Registration Card	Towed
200 lot	0	1	0	0	0	0
300 lot	0	2	0	0	0	1
400 lot	2	3	0	0	0	0
500 lot	1	2	0	0	0	0

LINKS:

Employee Manual ([link here](#)) - review for edits

Board position descriptions - link to beginning document - [Link to Board Position Descriptions](#)

Current Rules and Regulations [EB Rules and Regulations](#)