

# Boone's Trace Board of Directors Meeting

March 20, 2007

Time	Item	Event	Motion	2nd	Vote	Detail
6:30	<b>Call to Order</b>					
6:31	<b>Establish Quorum</b>	Present				George Monticello - Director / President John Archer - Director / Vice President Roy Hines - Director / Treasurer Ron Thorpe - Director / Secretary Tom Richards - Community Management Associates (CMA)
		Absent				Paul Schulz - Director
6:32	<b>Approval of Feb 22 Minutes (Ron)</b>	Vote	Ron	George	Y-4, N-0	Approve Previous month's minutes generated by Ron Thorpe
6:33	<b>Property Management Report (Tom)</b>					
	Insurance Update	Statement				We should have new bids for a \$10M umbrella policy in April. Current coverage is \$1M. Current policy terminates Sep 1 <sup>st</sup> ., Goal is to have the new umbrella policy in place when the pool opens.
		Statement				Tom to solicit bids for a \$10M umbrella policy from other vendors with a goal to vote on the policy in March and have it in effect by the time the pool opens.
	Special Assessment Letter	Vote	Ron	George	Y-4, N-0	Approve sending out the Special Assessment Letter for Road Work and reserves at \$250.00. Tom will have the authority to delay payment terms if less than 90 days. If over 90 days, Board approval is required.
	2007 Landscaping Contract	Vote	George	Roy	Y-4, N-0	Approve signing a maintenance contract with Klausing Group provided that the \$22K cost cover maintenance of all common areas, the cleanup of the ditch area and the plan for the modification of the front entrance landscaping. Approved spending \$350 for the landscaping plan if it is used to solicit other bids, otherwise it is included in the base contract cost.

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	Association Attorney	Statement / Action				Tom came to the March meeting with a list of candidates for association attorney. Costs were not included. Agreed to have Tom add Jimmy Dale Williams to the list. Target is April/May to have the Board meet with each attorney.
	Logan Security Issues	Statement				No reports of incidents with Logan Security.
		June Agenda				Tom will invite Logan Security to personally address the Board in June.
	Pool	Vote	George	Roy	Y-4, N-0	Approve Swim Pro Services to get the pool ready for opening (not swimming) by April 6 <sup>th</sup> for the purpose of accessing condition, determining repair requirements and evaluating the possible conversion to chlorine tablets.
		April Agenda				Schedule a vote to cover the cost of converting pool to use of chlorine tablets. Currently, the estimated cost will be less than \$2000.
		April Agenda				Tom to look into pool management for 2007. We currently do not have a vendor to manage the pool this year.
		April Agenda				Tom to work with Swim Pro Services on the possible acquisition of additional pool furniture at vendor cost.
	List of Developers in Boone's Trace	Email Vote Scheduled				Tom will clean up the definitions of Developers, Builders, Investors and End-Use Homeowner and send out for an email vote.
	Board of Directors Code of Standards	Statement				It was determined that the Board of Directors conduct is covered under KRS 273.215 effective July 15, 1988
	Storage	April Agenda				Address storage issue
	Liens Status	Statement				It has been determined that the previous management company may have misfiled liens. We are in the process investigating the extent of the problem.

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		Vote	George	Ron	Y-4, N-0	Approve spending \$1200 for an attorney to fully investigate the liens placed on property at Boone's Trace and report back with a comprehensive list of liens and potential problems associated with them.
8:00	<b>Treasurer's Report (Roy)</b>	Statement				Roy and Tom have determined why their accounts differed. Currently, their books correspond up to October 31 <sup>st</sup> . They will work together this week to finalize the books as of December 31 <sup>st</sup> .
		Email Distribution				Tom will send out balance sheet and expenses as of December 31 <sup>st</sup> for review within the next week.
		Statement				Even with the books finalized for 2006, we cannot get a CPA to review the books until after tax season. Tom will arrange for this to happen ASAP.
8:20	<b>President's Report (George)</b> Director Position	Action				Paul Schultz has not been able to attend any Board meetings this year. George will thank him for his past efforts and ask for his resignation so we can fill the position with a community member that can be more active.
	Developer's Commitment to Roads	Statement				George has determined that the developers do not have any written commitment to road maintenance.
	Developer / Builder Meetings	Action				George and John will schedule meetings with Boone's Trace LLC, The Pinnacle, Other Developers and a separate meeting with the Builders during early May for the purpose of reviewing definitions and asking for participation in road maintenance funding.
8:40	<b>Committee Reports</b> <b><u>Property Committee</u></b> <b><u>(John Archer)</u></b>					
	Parabolic Mirror	Action				John will look into the missing parabolic mirror

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	Road Signs	Action				John will work with Tom to acquire previously approved road signs and install.
	Committee Meeting	Statement				John has contacted one person who is interested in being on the Property Committee.
	Tennis Court Electrical Fire	Statement				A wire was loose in an electrical meter at the tennis courts. The result was a fire within the box which now requires fixing. John/Tom will arrange.
<b><u>Architectural &amp; Variances</u></b>						
<b><u>(John Archer)</u></b>						
		Action				There is a problem with an exposed foundation on Deer Field Lane. John will determine if the original plan showed an exposed foundation. In any case, since the property is currently occupied, the Covenants Committee will issue a violation letter.
	Committee Meeting	Action				The Architectural and Variances Committee has not yet met. John will arrange for the committee to meet.
<b><u>Covenants &amp; Restrictions</u></b>						
<b><u>(Roy Hines)</u></b>						
	Fines	Vote	George	Ron	Y-4, N-0	Approved preliminary schedule for fines for violations of Covenants and Restrictions.
		Email vote				Tom will publish via email a formal policy detailing fine schedule ASAP. We will hold an email vote on this so it can be included in the newsletter.
	Committee Meeting	Action				The Covenants and Restrictions Committee will start meeting within the next month. Currently, the Board is handling these issues directly.
	Cease and Desist	Action				Tom will send out a Cease and Desist letter to the resident who wrote that the board members were acting for their own best interests verses those of the community.

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	<b><u>Strategic Directions</u></b>					
	<b><u>(Ron Thorpe)</u></b>					
	Political liaison	Statement / Action				The Strategic Directions Committee suggested that Boone's Trace establish relationships with various government agencies such as Sanitation/Water, Building Codes, County Judge Executive and our Magistrate. The Board believes that we should have a representative attend some of these meetings to gather information and refer that back to the Board. This person would not represent Boone's Trace but will serve to inform the Board.
		Statement / Action				The Strategic Directions Committee also suggested that we have a single source for homeowners, builders and developers for all documents associated with transfer of property within Boone's Trace. The Board agreed and is looking into how to implement this great suggestion.
	<b><u>Social/Communications/Pool</u></b>					
	<b><u>(George Monticello)</u></b>					
		Statement				Jeff Violette resigned from chairing this committee due to additional responsibilities at work. The Board would like to thank Jeff for all of his past efforts and would hope that he continues to participate in community events.
	Committee Meeting	Action				George will arrange for the Social / Communications / Pool Committee to meet within the next two weeks.
9:00	<b>Old Business</b>					
	Guard Shack Repairs	Update				Ron reported that Jack Cramer has agreed to build the cabinets for the Guard Shack by early May. He will work with the Property Committee who will arrange for all other work to be performed.
		Update				We previously authorized Tom to initiate immediate repairs for the fascia board and gutters on the Guard Shack. Also to immediately install a long bowl toilet. This work will be scheduled soon.
	Snow Removal Contact	Update				Ron published on the web site that the person to contact for snow removal questions is Tom at CMA.

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	March Newsletter	Update				Ron indicated that he would put together the March newsletter if he received articles from everyone in a timely manner. Normally, this would be performed via the Social, Pool, Communications Committee. This newsletter will communicate the progress of the Board since the November election.
	Homeowner's Meeting	Vote	Ron	George	Y-4, N-0	Approve a general meeting between the membership and the Board for May 2 <sup>nd</sup> at 7:00pm at the clubhouse.
	ATV Issue	Action				George will rewrite the ATV road use violation letter to incorporate comments from the Board and the newly approved fine schedule.
9:30	<b>New Business</b>					
	Purchase of bottomland	Vote	Roy	Ron	Y-4, N-0	Boone's Trace LLC offered BTPOA the ability to purchase 12 acres of land next to the sewage treatment plant for \$18,000. This land is on a flood plain and the Board believes that purchasing it would increase our insurance costs. Therefore the Board decided to pass on purchasing this property at this time.
	CMA Contract	Special Meeting				The Board will hold a special meeting to review and approve the CMA contract for property management.
	Construction Trailer (Woodlands)	Statement				Ron asked the Woodlands to remove the construction trailer at the front entrance. They indicated that it would be moved within a couple of weeks.
	Removal of tree at fork	Statement				The tree in the median at the fork in the road blocks the vision of oncoming cars. The Board agreed to remove the tree.
	Real Estate Signs	Statement				Ron suggested that all real estate signs be removed from common area property in front of the Guard Shack. The Board approved.
	DHL (Ron)	Statement				DHL Trucks have been noticed running stop signs and speeding within Boone's Trace. Ron reported one such incident to DHL and the driver was reprimanded. In the future, residents noticing violations should contact Tom at CMA and report date, time and if possible truck number. Tom will notify DHL

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						who will take appropriate action.
	Speed Bumps	Email vote				Tom will distribute the cost for installing temporary speed bumps at the guard shack via email. The board will vote on whether to have them purchased and installed immediately.
	Next Board Meeting	Statement				The next Board meeting will be on April 4 <sup>th</sup> at 6:30pm at George's house.
10:00	<b>Adjourn</b>	Vote	Roy	John	Y-4, N-0	Meeting ended