

**Holiday Estates Maintenance Association
Board of Directors Meeting
July 21, 2011**

Board Members

John Milner	President
David Stoltz	Vice President/Treasurer
Julie Allen	Secretary/Communications
Sandor Drobilisch	Director/Roads & Ditches
Jess Macias	Director/Architectural & Safety
Josh Maston	Director/Roads & Ditches

Others Present

Tim Dillon	Access Association Services, Inc.
Tom Monte	Budget/Finance Committee
Gloria Platt	Budget/Finance Committee
Carl McCaw	Budget/Finance Committee
Gregg Potter	Homeowners
Robin & Pat McCarthy	Homeowners

Item I **Call to Order**

The Board of Directors meeting was called to order by President John Milner at 7:00 p.m.

Item II **Open Forum**

John Milner announced to the members in attendance that Sandor's wife Lindsay had recently passed away, and wanted Sandor to know that the thoughts and prayers of the board members are with him.

Gregg Potter reported that the picnic was on schedule for July 30, 2011 and that volunteers are still needed. Parking information will be distributed.

Gloria Platt questioned if the minutes on the website were current. Julie will make sure that the current approved board meeting minutes are available on the website.

Item III **Agenda Review**

A motion was made, seconded and unanimously approved to accept the agenda as corrected and move the budget/finance committee report ahead of the financial report.

Item IV **Consent Agenda**

Motion made, seconded and unanimously carried to accept the Consent Agenda as follows:

- A. Minutes of the June 9, 2011 Board of Directors Meeting as corrected.
- B. Work Order Summary
- C. Correspondence

Item V Committee Reports

Budget/Finance Committee – Tom Monti

Tom reported that the committee has not had a formal meeting since the last board meeting. Tom commented that the road engineering report was not complete and several roads were omitted such as Blue Jay Court. Tom also commented that he has not received the spread sheet on prior road work.

Financial Report – David Stoltz

David Stoltz reported on the financial status of the association for the period ending June 30, 2011. Income and expense items were on track with budget. Dave suggested that a check be issued to fully pay the remaining reserves out of operating and purchase short term CD's for 30, 60, 90 and 120 days. Dave also suggested that the open space fund purchase CD's. Motion made seconded and unanimously approved. Management reported that the (15) lots were sent to collections with Allied Trustee Service.

Architectural – Jess Macias

No architectural submissions since the last meeting.

Roads & Ditches – Sandor Drobilisch & Josh Maston

Sandor reported that the homeowners on Shady Lane have agreed to replace the retaining wall at their cost. The project should be completed in time for the association road work is scheduled. Further discussion tabled to review the engineering report.

Communication – Julie Allen

Draft newsletter was submitted to the board via email, management suggested holding off on the newsletter pending the road project approval as this will need to be sent to all owners.

Beautification – Julie Allen

Julie reviewed the front entry drawings and the landscape improvements proposed for the right side of the entrance. John Milner suggested that the contractor submit a topographical drawing specifying the plants and locations and to submit for final review before proceeding.

Management will arrange for the contractor to meet with Julie onsite. The board also discussed replacement of the light fixture at the entry and approved replacement.

Sewer & Annexation –John Milner

No report given.

Item VI Action Items

- The bid from John Brice to provide specifications of the proposed road repairs was reviewed by the board. John submitted estimates for each phase of the specifications as follows:

2011	\$6000	2012	\$5000	2013	\$3000	2015	\$2500
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John suggested that the board consider completing 2011 & 2012 at the same time, and if the board combines the work, he will complete at a total cost of \$9,000. Motion made

seconded and unanimously approved provided that John can complete the specifications by next week in order to solicit bids to complete the road work this year.

- The board reviewed the retaining wall agreement submitted by Paul Eilert for the replacement of the retaining wall along Shady Lane. Motion made seconded and unanimously approved.
- 2012 Reserve Study submitted by John Beatty & Company was reviewed by the board. It was noted that the beginning balance on the draft study did not take into consideration that over \$500,000 in road work would be completed in 2011. Management will resubmit the study for correction.

Item VII Next Meeting Date

The board will hold a special meeting to review and vote on a bids for the road project. This meeting will be held on August 24, 2011, at 7:00 p.m. at the Ramada Inn.

Item VIII Adjournment

There being no further business before the Board of Directors, the meeting adjourned at 8:31 PM to executive session to discuss collections matters on:
72934026,72940014,72935027,72943018,72930017,72933005 &72930010.