

CHATELAINE
BOARD MINUTES

DATE September 15, 2010 06:00 PM
LOCATION N&H
IN ATTENDANCE Daly, Ingram, Freitag, Case Thompson from N&H

START - CALL TO ORDER

OPEN FORUM

A resident requested an opportunity to address the board and submit questions. The board granted the request and scheduled the time as the first item on the agenda to facilitate any homeowners who had requested to attend. The opening statement and Mr. Daly's response are on file at N&H.

At the end of the open forum the board made a motion and moved in executive session and the non board members left so as only board members for confidential information that may be discussed such as collections status, liens, foreclosures, and individual homeowners issues.

APPROVE MINUTES

Minutes from the July 27th board meeting were presented and approved.

COMMITTEE REPORTS

COMMUNICATION

The membership directory was completed and distributed to the homeowners. The cost had been pre approved and was under budget. Mr. Daly has researched how other communities communicate to their members and made a presentation that Chatelaine begin publishing documents and communication to the community through the N&H web site. Documents will include Minutes from Board meetings, newsletters, and specific communications such as the Road Committee's reports. This was put in the form of a motion and approved with the associated cost of \$25 per posting.

ROAD - TECHNICAL

Road committee is continuing to follow up on the time table for implementation of drains, water meters, and curbing. Information on the logistics of the project will be posted in the community and also distributed to each homeowner, it will include schedules, transportation options and parking guidelines.

Assessment options were discussed on the fiance option and the lien and foreclosure options on those that had no response at all. The final date for all communication and response was set as November 15, 2010.

The road committee will address any issues that may occur in the future that would require repairs or installation such as adding water meters with piping from the middle of the street and would require digging and replacing of the new surface. They will respond by the next board

ARCHITECTURAL

N&H reported on the status of the Lackey lot. It is presently one lot and Mr. Lackey has it on the market and it appears it will be sold as two duplex units rather than as one four-plex. It will be divided into two lots and when the buildings are permitted it will be split into two individual lots for each building. The architectural committee will meet Friday at the lots to begin the review process of meeting with new owners, the approval process and it's requirements and to immediately access needs of getting all irrigation, water meter requirements completed before the road construction begins.

FINANCIAL REVIEW

The July financial statements were reviewed. Mr. Case presented a proposal to establish the board's "Financial Rules And Procedures". These items will be used as strict guidelines in how the association in cooperation with N&H will address all financial matters. Adherence to these rules and procedures will be tested as a part of the year end review, audit and filing of the associations Tax return and outside reporting obligations. A copy of the proposal is attached. Motion was made and approved to accept it.

Mr. Daly and Mr. Case spent several hours at N&H reviewing the associations records and how they had been passed from the two previous management companies to N&H. A proposal was made to contract N&H to place the last three years financial documents into the same format as N&H currently uses to maintain these records. These documents sorted by quarter will include bank statements, loan statements, financial statements and back up documents to support them. A motion was made and approved to accept the proposal. Once completed they will be reviewed and the accounting review / audit process will begin.

Past dues were reviewed. The XXXXX property was foreclosed on by the bank. Mr> Daly attended the court proceedings representing Chatelaine and was told that the equity in the property was not adequate to satisfy the mortgage and thus there no funds to satisfy our claim of past dues regime fees. The bank will be responsible for future dues and assessments from the date the foreclosure closes.

It was reviewed and determined that all processes under the collection policy had be met in the xxxxx property past dues and foreclosure would be implemented. A motion was made and approved to start the process after making one last attempt to reach him next week.

LANDSCAPING

A proposal was made to accept Felicity's flowers bid to do the fall planting at a cost no more than \$675. The planting will be derrd until immediately after the road construction. motion made and approved.

New Business

The board will schedule work sessions as needed during the month to complete the planning of the road project which will include the road committee, communications, logistics, and financial.

ADJOURN

THE BOARD ADJOURNED AT 8:15 PM.