



**Quail Creek Homeowners Association
Annual Member Meeting Minutes
October 24, 2023
7:00 PM
304 Pheasant Hill Drive**

The Annual Member Meeting of the Quail Creek Homeowners Association was held on Tuesday, October 24, 2023, 7:00 PM at the home of Bob Steinhagen, 304 Pheasant Hill Drive. A quorum was established with 36 members including proxies.

The meeting was called to order at 7:20 PM.

President Steinhagen began by allowing homeowners in attendance to introduce themselves.

A review of the Rules of Order of Business was presented.

The meeting agenda was presented for approval, motion by George Blackford to approve, second by Bev Stibbens. Motion carries unanimously.

Election of the meeting officers was conducted. Bev Stibbens nominates Bob Steinhagen as permanent Chair. Tish Bruckner was set as Secretary, Ken Daulong as Chair pro-temp, Shawn Allen and George Blackford Sargent of Arms and Bev Stibbens as Parliamentarian for the meeting.

Bev Stibbens presented a motion to approve the October 11, 2022, Annual meeting minutes and a second motion by Shana Nalls. The minutes were approved unanimously.

President Steinhagen began his annual report to highlight the actions of the HOA Board over the past year:

- Bob recognized Shana Nalls (Treasurer) for the work to complete the Ballot Initiative from the 2022 Annual meeting.
- Tish Bruckner (Secretary) for maintaining the website and minutes from the meetings.
- Shawn Allen along with the entire Architectural Review Committee in the efforts to help homeowners understand compliance to guidelines and assisting homeowners to achieve what they desire while still maintaining HOA guidelines.
- Ken Daulong VP has provided leadership and support in management of courtesy notification guidance to help our Homeowners meet guidelines.

The Treasure's Report was presented by Shana Nalls.

In 2022 we were able to change our philosophy due to no longer requiring a surplus in anticipation of required street repairs (learning and knowing that the city owns our streets). This allows us to maintain a healthy capital reserve for the unexpected while no longer needing to generate a greater reserve.

This knowledge allowed us to "right-size" the assessment and review the CY 2022 collected dues, relative to the expected expenses with a determination that we over-collected on the (then) 69 lots, \$465.85 collected minus \$340 required for a surplus of \$125.85 each. This was then provided as a FY22 surplus credit towards the 69 lots' 2023 Annual Assessment of \$340. This was an additional use of cash of \$9,700. This can be observed when reviewing

the balance sheet for 2023. There was an operating account decrease of \$23,888 and a capital reserve account increase of \$14,344 creating a net decrease of \$9,543 in funds.

Based on the presented budget, there is no anticipated change for 2024 Annual Dues, \$340, and will be voted upon by the Board no later than the November meeting.

Shana provided a high-level review of the new legislative updates.

- House bill 614 – when levying fines, we must have categories and establish rate (currently \$50 or \$100 for multiple offenses – up to no more than amount of annual assessment). This has not yet been approved by the Legislature and does not yet require a ballot initiative.
- House bill 886 – before the HOA files an assessment lien with the county, a specific number of notifications need to go to Homeowner, and one as certified a letter.
 - It is important to note that the lien is automatically created as an obligation of living in the neighborhood (similar to real property taxes on our homes) each January 1st. HB 886 is specific to the notifications preceding the recording of a lien to make it publicly known, if required.

Park Committee status update:

- Mike McDaniel (Member at Large) was asked in 2022 to act as the liaison for the Board to the Park committee. The Park Committee completed a survey which came back as inconclusive for a change to the park that could be implemented based on neighborhood agreement.
- After all votes were tallied for the options, we ended up with “do nothing” as the final determination.
- The details behind the survey were communicated to the neighborhood homeowners via email.

The Park Committee recommendation back to the Board was that we do not make changes at this time (do nothing).

President Steinhagen opened the floor for other motions; no motions offered.

Nominations for the 2024 Board took place with each position going uncontested. The new Board:

- President – John Regan
- Vice President – Ken Daulong
- Treasurer – Shana Nalls
- Secretary – Tish Bruckner
- Members-at-Large positions:
 - Bev Stibbens
 - Herb Harker
 - George Blackford

The ARC is a separate entity from the Board:

Shawn Allen – ARC Chair
Grant Ashmore
Josh Martin

Shawn Allen was nominated to continue as the Chair of ARC. No other names were presented. Approved unanimously. All members approved for the ARC.

The meeting adjourned at 8:16 PM.