

Rustic Ridge Home Owners Association

Meeting Minutes
December 20, 2018

Opening

The regular meeting of the Rustic Ridge Home Owners Association was called to order at 6:59 pm on December 20, 2018 by Stephen DiGioia, Ben Snyder second.

Present

Stephen DiGioia – President
Ben Snyder – Vice President
Vince Altrudo – Treasurer
Lisa Wunschel – Secretary
Tom Banta – Board Member

Approval of Agenda

The agenda was unanimously approved as distributed.

Approval of Previous Meeting Minutes

- Approval of December 11, 2018 meeting minutes motioned for approval by Stephen DiGioia and Ben Snyder seconded the motion.

Topics

- Greg Magnus
 - Insurance – endorsement completed with Stephen DiGioia's address.
- Audit
 - Morris, Parris and Associates.
 - Recommend a review from 2011 – 2018.
 - They will prepare an annual statement on what they find, if there are any red flags, they will contact the board.
 - Estimate \$500 for each year for the statements.
 - Board will need to provide access to our QuickBooks
 - \$1,000 retainer fee with a signed Letter of Engagement. Once retainer fee is used, will then bill monthly by the hour.
 - The board unanimously approved Morris, Parris and Associates to retain their services for review of records.
 - Stephen DiGioia will sign and send in letter of engagement and determine when they will start.
 - Once we have the review completed, will schedule Annual Meeting with the homeowners.
- Website
 - Mobile application updated to reflect current website.

- By-Laws
 - Eckert Seamans Attorneys at Law
 - Sent current by-laws, covenants, Re-Sale Certification letter and annual assessment notification for them to review
 - Attorney questioned re-sale certification that we currently use
 - Attorney asked if a declaration exists since it is the governing document. Stephen DiGioia emailed Marty to check to see if we have one.
 - Attorney needs to review full set of documents, including current by-laws, covenants and re-sale certification. The time it will take to review these documents is 2-4 hours.
 - Attorney willing to meet with us to discuss. Stephen DiGioia to reach out to see if there will be a cost associated with the meeting and if we need to have the engagement letter signed prior to the meeting.
 - All new residents should receive a HOA packet when they buy a home. All current residents should have the most updated documents.
 - After document package is reviewed, if there are any changes, the board can make the changes and send them to the lawyer to review (for a minimal fee).
 - Lisa and Ben to ask additional attorneys to gather information.
 - Tom Banta, Vince Altrudo, Lisa Wunschel and Ben Snyder all agree that we need to wait to sign an engagement letter as this can be costly. Will review at next meeting.
- Parking Letter
 - A friendly reminder will be on the website asking residents to obey the signs within the community especially since the weather will be changing and there is more attention by the police in the neighborhood.
- Sinkhole Remedy
 - On hold for start date

Adjournment

Meeting was adjourned at 7:45 pm by Stephen DiGioia, second by Lisa Wunschel.

Minutes submitted by: Lisa Wunschel