



# Monthly Board Meetings

**Date:** March 5, 2019

**Location:** Jefferson Madison Regional Library - Northside Branch - 705 West Rio Road

**Members Present:** Chris Meadows, Steve Ward, Mary Hackett, Sue McCormick, Deb Kelsey, and Pat Abell

**Members Absent:** Megan Maloney

Chris opened the meeting at 6:37 p.m. (1837Military)

**Sue McCormick, Treasurer** reported that the checking balance is \$20,632.73 and the savings balance is \$29,952.87. The balance in the checking account is lower than February due to paying several bills. Also, she has received the official state renewal documentation (Common Interest Community Association Registration). Chris will post this online to the FSPHA web page (fspha.com).

**Meghan Maloney, Financial Secretary** .No Report

**Steve Ward, Commons Area** .Steve reported that he sent out a report to the board showing that there was no pending tree work for the first time in several months! He spoke to 1456MD regarding the stump that remains in the Commons Area following the removal of a tree and the contractor was supposed to not leave any stump. 1456MD has been trying to get the contractor to finish the work. Algeri Service was here twice in February and performed leaf removal, fallen limbs, cleared and improved the drainage at the bottom of Area M near the ACAC parking lot. He will request bids to repair fence along Rio Road. Also reported that we have serious drainage problems in Areas C/D, E/F and G/H between MD and LFD. Steve recommends that we look to increasing the amount for landscaping services because only having two visits per month is not enough time to properly address the work that needs to be done.

**Deborah Kelsey, Architecture** Several Demand Letters given to attorney. 274LVD in being foreclosed and neighbors are concerned about the appearance issues. We will have to place a lien on the property until the property sells. We will not deliver any newsletters, invoices, etc. to the property. Deb reports that she has heard from several of the residents who have received notices regarding maintenance issues but has not heard from 1482MD, 1484MD and 1489MD. Chris will refer them to the attorney for notification. Mary question about a large object leaning against the side of 1489MD.

**Pat Abell, Secretary** Prepared some envelopes for Deb. Regarding the idea of converting the FSPHA paper documents, all the information in the file cabinet in Chris's garage, to digital format and storing information online in the "cloud" - he reported that he had done some research and sent the board a report on his findings. He contacted two companies - Iron Mountain and BMI Imaging and heard back from Iron Mountain - their costs for scanning documents is a \$1,000 minimum with items scanned with a per piece price.. They would scan the items into "searchable pdf" documents and deliver everything back to FSPHA - paper documents could be stored or destroyed and the electronic media put online or returned to FSPHA. Their online service to utilize the "cloud" requires a three year contract at \$1,500 per month (\$18,000 per year)! Another approach would be to utilize Google's "One Drive" cloud feature which is available with every Google email (gmail.com) account. Pat has set up an account **fspha.notes@gmail.com** to not clutter his personal email with FSPHA related items. It includes up to 15GB of cloud storage **free**. Pat reported that using this for **all** the FSPHA related emails, and storing all the monthly minutes, newsletters and files that he has been using since **1 July 2017 - the total stored is 0.51GB or 3% of the 15GB** available. The amount of space can be increased to 100GB for \$1.99 per month or 200GB per month. Further study needs to be done. Specifically, we need to determine what we are legally required to keep and what format we want to save them. He would recommend that data be saved in "folders" with unique names. For example: He keeps all FSPHA newsletters, FSPHA meetings in separate named folders with file names like

**"2019-03-05 Meeting Minutes"** for tonight's meeting. Once it is determined what we want or need to keep we can address how to go about scanning documents and where to store electronically. Chris will look at State requirements, Taxes, Legal, Architecture and what Registers we may want to keep. It may be that there really isn't that much paper items to be scanned.

Another item is because of the number of changes in board membership that have occurred this year we need to determine how many slots that need to be filled on the board next fiscal year. Elected to the board at the June 2017 Annual Meeting there were five volunteers "elected" - Chris Meadows, Troy Miller, Matt Christensen, Deb Kelsey and Pat Abell to serve two years through June 2019; at the June 2018 Annual Meeting only two, Mary Hackett and Ellen Bessell came on to replace those leaving the board. If all five who are completing their two year terms there will only be two continuing onto the next fiscal year.

**Vice Presidents Report** Nothing to Report

**Presidents Report** Looking towards budgeting for FY2019-2020 Chris recommends that we go for the complete five percent that is allowed. The additional funds would allow for additional Commons Area issues. He also want to attempt to make changes to the DCCRs (Declarations, Covenants, Conditions and Restrictions) that was tried last year. He will get more information to the board for consideration.

Chris scheduled the next the meetings dates as 10 April, 6 May and has reserved a room. He will reserve the big room for the Annual Meeting for 4 June.

**Meeting adjourned at 7:35 p.m. (1935 military)**

**Next Meeting: Wednesday, April 10, 2019 at 705 W. Rio Road - James Madison Regional Library - Northside Branch 6:30 p.m. (1830 Military)**