

**Minutes
Board of Directors
Orchard Villa Homeowners Association
Grand County Library – 257 E Center, Moab, UT
Board Room
December 13, 2014 – 10:00 a.m.**

Board members present: Aaron Davies, Alan Gillette, Chris Kallmeyer, Marc Thomas, and Reta Trimble. Also in attendance: Gail Solomon, Landscape Committee Chair JoAnne Simbeck, and Board Secretary Helen Thomas.

President Marc Thomas called the meeting to order at 10:13 a.m.

Approval of Minutes

A motion was made to approve the minutes from the September 20, 2014 Board meeting. The motion was seconded and passed. A motion was also made to approve the minutes from the October 25, 2014 Board meeting. The motion was seconded and passed.

Landscape Committee Report

JoAnne Simbeck provided an update on landscaping. The benches in the pool area have been covered for the winter. Victoria Fugit has agreed to take care of replacing the dead plants in the garden near the RV lot fence. The final mowing of the season was done on Thursday.

JoAnne raised a concern about a unit that has large vehicles parked in the driveway, at least one of which is sitting on a platform. With the driveway full, the residents are parking other vehicles on the street. This is in violation of Orchard Villa's rules and regulations. It was noted that there have been similar complaints about this particular unit before, and that verbal contact has been made with the residents previously, but to no avail. After discussion, the Board decided to take action to enforce compliance. A motion was made to send a letter to the residents and the owner notifying them that they are not in compliance with Orchard Villa's rules and regulations, and that they will be fined if the situation is not rectified by the specified date. The motion was seconded and passed.

Financial Report

The financial report received from our accountant is the year end report, as there are no more bills to be paid this year. The HOA will end the year about \$9,000 under budget (about \$4,000 to \$5,000 under budget for both O&M and reserve). The reserve fund is currently at \$69,122, and the target amount for the end of the year is \$75,000. After approving the 2015 budget today, Marc will make a request to transfer enough funds from checking to the reserve to increase the reserve beyond this target amount.

There are no major issues with overdue assessments. One homeowner may need to be contacted.

Old Business

Alan Gillette reported that six sets of door jambs have been purchased. A carpenter will repair the door jambs at Rachel Moody's unit.

Alan also noted that a small renewal fee needs to be paid for the remote temperature monitoring system in the pool house.

Marc reported that a water leak was addressed at the unit on Hale closest to the 500 West entrance.

Marc provided a summary of the annual meeting. Aaron Davies was appointed to the Board to replace Sue Noah-Shrewsbury. Marc felt that the meeting went smoothly overall, perhaps better than any of the annual meetings he has attended so far. There were fewer attendees compared to last year's meeting, and attendance at the post-meeting picnic was lower than expected. There was discussion about ways to improve communication about meetings in the future.

New Business

Assessments will be mailed next week, along with a newsletter explaining the 2015 budget.

Alan presented the proposed 2015 budget. The proposed O&M budget is \$120,000 (the same as 2014), while the reserve fund is \$54,000 (an increase from \$49,500 in 2014), for a total of \$174,000. Alan reviewed a handout containing the details, including the budget line items and some account structure updates to be made by our accountant. Highlights include:

- The new quarterly assessments will be \$546.85 for two bedroom units (from \$532.71), and \$658.39 for three bedroom units (from \$641.36).
- A breakdown of the budget by categories shows that the largest expense categories are groundskeeping, at 24%, and utilities, at 22%. The pool is smaller than expected, at 5%.
- Closing account balances for 2014 are as follows: \$14,908 in checking and \$69,122 in the reserve accounts. The target opening balance for the reserve for 2015 is \$79,000. A transfer of \$9,878 from checking to the reserve savings account is needed to reach this target balance.

A motion was made to approve the 2015 budget as presented. The motion was seconded and passed.

A motion was also made to transfer enough funds from the checking account to the reserve savings account so that the reserve has \$79,000 at the beginning of 2015. The motion was seconded and passed.

The next meeting was tentatively scheduled for February 14, 2015 at 10:00 am in the library board room.

The meeting was adjourned at 11:48 a.m.