

**DUCK CREEK PINES  
HOMEOWNERS ASSOCIATION**

**HOA Board Meeting - 11/12/2011**

**Present: Marshall Andrew, Aric Boston, Mike Himmen, Robert Barrus (by phone)**

**Absent: Sharon Vincent (Sharon to follow-up on issues and vote via email after meeting)**

**Meeting called to order by Marshall Andrew at 10:15am.**

- 1. Aric B nominated Marshall, Mike, Sharon. Marshall nominated Aric. Mike H seconded election of all officers. Vote confirmed by 4 yes, 0 no. Sharon V confirmed via email for final 5 yes, 0 no.**
  - a. Marshall Andrew - President**
  - b. Aric Boston - Vice President**
  - c. Mike Himmen - Treasurer**
  - d. Sharon Vincent - Secretary**

**Robert Barrus - remain of Board as Advisory Member**

- 2. 2011 Annual HOA Meeting minutes approved by 4 yes, 0 no majority. Sharon confirmed yes via email for 5 yes majority. Request minutes be provided in a word document, limited to 4 pages and posted on the DCP HOA Website. Also to be distributed in January with invoice mailings.**
- 3. Mike H to review financial package submitted by Desert Edge Property Management and share with Board Members for approval. Mike H to get proposals from outside audit firms to audit financials, policies, and procedures and present to Board for final selection. Aric to contact local HOAs for possible recommendations. Mike H to work with Desert Edge to propose dues collection policies and procedures and present to Board for approval.**
- 4. Desert Edge to review status of DCP Articles of Incorporation and insure they are up-to-date and properly filed with State of Utah.**
- 5. Aric B to form Legal Affairs Committee, solicit input, and get proposals from two or more attorneys to present to Board for final selection. Committee to address several legal issues, including CC&R consolidation and clarifications.**
- 6. Website - select Web Master from two candidates: Karen K, Desert Edge. Marshall to follow-up on costs and functionality.**
- 7. A quarterly DCP Board Newsletter will be provided to HOA Members via Website and mailings.**
- 8. Aric made recommendations to the Architectural Review Committee to review prior violations and make recommendation to Board of possible revisions to CC&Rs and ARC submittal requirements for both past and future situations.**

9. Lot cleanup from 2011 winter storm. Marshall to present 3 or more contractors who are available to HOA Members to use for cleanup of fallen trees. Cost efficiency and savings by Members will be a prime concern. Information to be provided on Website and via Newsletter.
10. Violation Fee Schedule to be developed and presented to HOA Members via mailing and Website.
11. Property Management Company. Aric B motion to terminate Desert Edge PM and hire Monarch PM did not receive a second so no vote was taken. Mike H made an alternate motion to continue to contract with Desert Edge and go to a monthly basis beginning February, 2012. During this period a performance review and audit will be completed and presented to the Board. A decision to continue with Desert Edge or solicit bids for another Property Management Company can then be made by the Board prior to the Annual 2012 HOA Meeting. re-evaluated prior to 2012 Annual HOA Meeting. If determined a new Property Management Company is desired, 3 companies will be solicited to bid for the work. Vote on this motion was 3 yes, 1 no. Sharon responded later by email making vote 4 yes, 1 no.
12. Robert B, Developer, agreed to discuss the number of For Sale signs (Trophy Real Estate) with Trophy to try and reduce number of signs and possible replace with one sign near entrance to DCP.
13. Robert B, Developer, will do a Quick Claim Deed to DCP HOA on plot of land the DCP sign now resides upon and check if easement exists for portion of sign across road on private lot.
14. To involved more members in DCPHOA and get differences of opinions the following Committees will be formed:
  - a. Road – Robert Barrus & John Redlein
  - b. Property Cleanup – Marshall Andrew & Bill Singleton (TBD)
  - c. Legal Affairs – Aric Boston & John Redlein (TBD)
  - d. Communications – Sharon Vincent & Bill V/Melinda R (TBD)

Meeting was adjourned at 1:30pm.