

TIPPING ROCK HOMEOWNER'S ASSOCIATION

Meeting Minutes
January 29, 2007

Opening:

The regular meeting of the Tipping Rock Homeowner's Association Board was called to order at 7:10 PM on January 29, 2007 in the Salinger home by Wendy Valente.

Present:

Wendy Valente, President; Kyle Sjoberg, Vice President; Deb Salinger, Recording Secretary; Rob Dicolo, Member-at-Large and Landscaping

A. Approval of Agenda

The agenda was unanimously approved as distributed.

B. Old Business

1. Dues – Received payment from all but one of the outstanding homeowner's in response to follow up second dues notices and, in one case, call by W. Valente. One homeowner is still outstanding. *Action: R. Dicolo will make call for payment.*
2. Insurance – There are still some ambiguities regarding insurance for the association. It seems that Directors are generally covered by their homeowner's policies and umbrella policies, but there may be some important exceptions. It is important for Board to meet its fiduciary responsibilities regarding meetings, notices of elections etc. as stipulated in By-Laws. *Action: K. Sjoberg will make some additional calls to further clarify. If Insurance required, Board will make presentation to the Association at its annual meeting.*
3. By-Laws – Legal documents are out of date and should be updated. We are at risk in terms of new development and administrative actions. *Action: D. Salinger will locate all relevant documents filed with Town Hall and type them. Deb and Kyle will review for potential revisions and discuss with Board and attorney as needed.*
4. Annual Meeting of Homeowner's Association – scheduled for June 16, rain date June 17, 2007. Meeting will begin at 2:30 with party at 3:30. Location is to be determined. *Action: per by-laws, notices will need to be sent out 10-20 days before hand. Board will need to have budget prepared.*

C. New Business

1. Landscaping– Is there room in the budget for pruning and some other minor improvements? *Action: R. Dicolo and D. Surabian will discuss available budget and expenses from previous year.*

Addendum: Front Entrance lights are aging and may need to be replaced. *Action: W. Valente will ask electrician for 5-6 options from which to choose.*

2. 2007 Budget Development –Will need to be developed and reviewed in advance of Annual Meeting in June. Will also discuss need for maintaining a modest reserve. Will consider building in regular “cost of living” increase to annual dues.
3. Website – will cost \$103/year. This will be a common place for accessing legal documents, minutes of all meetings, notices, contacts, etc. It may include photographs. Wendy called for a vote, all were in favor. *Action: Wendy will begin to develop.*

D. Agenda for Next Meeting

Follow up on action items listed above including preparation for Annual Meeting.

Adjournment:

Meeting was adjourned at 9:00 by W. Valente. The next general meeting will be in April or May in advance of annual meeting.

Minutes submitted by: D. Salinger

Approved by: [Type name here]