



**Battle Creek Reserve
Master Board Meeting Minutes
April 7, 2022**

The Zoom meeting was called to order at 7:04 and adjourned at 9:29 p.m.

Present at Meeting: Janet Bassett, Dorothy DeBorde, Larry Falgiani, Ty Frederick, Jene Holcolm, and Amy Wade (PMI Representative) Unable to attend: Garon Ebersole & Sean Cunningham

Minutes:

- Minutes for the Feb. 17, 2022 Master Board meeting were provided by Janet Bassett and were approved by email responses and posted on the website.
- Jene Holcomb volunteered to be the Secretary for the Master Board. Thanks, Jene!

Treasurer's Report:

- The financial documents were sent to the Board by Dorothy DeBorde prior to meeting.
- Review of the financials by Dorothy showed the accounts to be \$5,712.63 over budget for the 2021 – 2022 year-to-date, but under budget for the month (\$138.48) for the month of March partly due to the water bill being down from limited watering of beds.
- Taxes for 2021 are completed. After Dorothy reviews these they will be sent to PMI.
- Dorothy made a motion to approve the Treasurer's Report. This was seconded by Jene and approved unanimously.

Landscaping :

- Ty Frederick gave the landscaping report and noted that some pine trees will need to be replaced due to the winter freeze.
- Flowers for the beds will be planted the last week in April. Ty will work with SLK on selection of flowers. We eventually hope to have more perennials.
- The construction to install pipes along 51st St. is a concern. Our sprinkler system line was damaged, no leveling of dirt, or replacing sod has been done. It was decided that Janet would contact at the City of Broken Arrow and get information as to how this damage will be handled. Larry Falgiani has asked to be contacted prior to any sprinkler repair.
- Flower beds that have damaged sprinklers will not be planted until the leaks in the sprinkler system have been repaired.

Community Service:

- Jene contacted Karlie for information on scheduling a food truck during the Annual Garage Sale. Jene will find one or two food trucks for this event.
- A Facebook item involving the installation of pads on the ponds for the ducks and turtles was discussed. It was not advisable to do so. Janet will reply to this post.

HOA Report:

- Amy revised PMI's violation notifications to include the four steps in our Covenant Enforcement Process. The Board reviewed and approved these changes.
- New violations noted in the monthly inspection by PMI will continue to be investigated and a friendly reminder will be sent to homeowners after verification. If registered through the portal, a homeowner will receive the designated letter immediately.

Old Business:

- HOA Master Board meetings will now be held every other month. HOA business that arises during unscheduled months will be handled by calls, email, and texts. Monthly financials will continue to be sent, approved by email, and posted. Emergency meetings may be called when necessary.
- After viewing pictures of the inside of the HOA storage building, it was decided that the expenditure for this storage facility was necessary.
- It was noted that changes were needed on the web portal and website regarding the appointment of new Board members. This will need to be done by PMI.
- Meetings for the rest of 2022 are as follows: **June 2, July 21, Aug. 16** (Annual Meeting), **Sept. 15**, and **Nov. 17**.

New Business:

- The Spring Newsletter was revised to include updated information. This will be sent out the end of April or early May.
- It was decided to use our June HOA Board meeting to revise documents needed for the Annual Meeting on Aug. 16 at the Battle Creek Golf Course Clubhouse.
- Our next meeting will be on **June 2**.