

Paul's Valley Third Addition Homeowners Association

Meeting Minutes

Date: 04/13/2023

Attendees: Sean, John, Lurie, Cheryl

Meeting Start Time: 6:30PM

Agenda:

1. Restart!
 - a. It has been 2 years since the meeting, last year the board did not meet.
 - b. State of KS HOA registration is up to date – Sean
 - c. Light bill is up to date – Cheryl
 - d. Correct names are on the checking account (Equity Bank)
2. Welcome/Intro letter to Residents
 - a. Send out the first week of May.
 - b. Info about new Fb page.
 - c. Info about new website.
 - i. Includes useful information like brush pile location and covenants.
 - d. Info about dues (how much, pays for what, when due)
 - i. Make payment to Paul's Valley Third Addition HOA
 - ii. Mail checks to Cheryl's address.
 - iii. Sean to investigate PayPal/Venmo for electronic payments as well
 - e. How to update your information (email or use form on website) ...QR Code to form.
 - f. Official meeting time and place (tbd)
3. Review Fb page.
 - a. Private page.
 - b. Change name to official name: Paul's Valley Third Addition HOA
 - c. Looks good! Need to get it out in front of everyone.
4. Review website.
 - a. Can we change the domain name to official name? Paul's Valley Third Addition HOA – Sean
 - b. Include brush pile location/instructions.
 - c. Include annual meeting information.
 - d. Expand dues explanation to include, must be current on dues to be a voting/participating member of the HOA.
 - e. Looks good! Need to get it out in front of everyone.
5. Determine HOA Fiscal or Calendar Year
 - a. Dues due on May 31st.
 - b. The Board's suggestion was to make the fiscal year of HOA from June 1 – May 31. All agreed.

- c. Set annual meetings for the middle to end of May.
 - i. Cheryl to confirm Rose Room availability – May 24 or May 31 (Wednesday) 7-8:30PM for suggested time.
- d. Suggested meeting topics
 - i. Purpose of HOA; “community” ...not so much as “governing”.
 - ii. Community tools: Fb and website introduction
 - iii. Treasurer’s report
 - iv. Fiscal year/annual meeting plan
 - v. “Re-start”
 - vi. Help us be proactive to identify new residents
 - 1. Contact agent on sign and direct them to website
 - vii. Open forum/questions from HOA
 - viii. Fall picnic (to help build community)
 - 1. Sean or John’s front yard...back corner of addition?
 - 2. September time...on a Saturday
 - 3. 11AM – 1PM
 - 4. Hot dogs, chips, pop
 - 5. “Stop by” - walk, bike, UTV (Utility Vehicles), etc.
 - 6. Real estate signs to advertise the week before – Sean
- 6. Treasurer’s Report
 - a. Cheryl reported the balance in account is \$2,194.45.
 - b. Need to re-imburse Sean for website hosting and registration with State (\$40).
- 7. Road Issues
 - a. Sean to find out when the next township meeting is and get on the agenda.
 - b. Residents are upset...bought property for asphalt road, not gravel road.
 - c. What is the plan for the road?
 - d. Sean and John to attend township meeting for answers and report back
 - e. Chris Kilpatrick still the main contact?
 - f. Chris promised to fix John’s ditch at the last meeting...nothing has been done.
- 8. Misc Action Items
 - a. Get stamps for the resident’s letter.
 - b. Get envelopes for resident’s letter.
 - c. Draft residents' letter.
 - d. Setup GMAIL account for HOA to have address and access to a spreadsheet.
 - e. Create spreadsheet and enter in resident’s name, address, and contact info (not to be shared publicly)
 - f. Track dues paid/not paid.
 - g. Create an electronic payment option.

8:06 – Meeting concluded