***Tartan Pines Owners Association***

**January 23, 2020 Meeting Minutes**

**CALL TO ORDER** Time: 6:04pm

**Opening Prayer** Given by: John Vaughan

**Roll call of Members:** Quorum Present. Present -7

John Vaughan, Ed Crosby, William Reynolds, Lynn Bowman, Derek Dye, Judy Poss & Terry Sorrells

**President’s Remarks:** Presented by: John Vaughan

Mr. Vaughan welcomed all of the board members and 19 additional homeowners. He introduced Prestige Homes Property Management as the winner of the contract to manage the TPOA. The agreement began January 1, 2020. Gwen Gilley, the Owner, gave a few remarks of introduction and thanks for the opportunity Tartan Pines has given to Prestige homes. We look forward to a good partnership.

**MINUTES:** The minutes of the November 7, 2019 meeting were presented.

Presented by: Katherine Chase, who recommended a motion to approve the minutes. Motion to Approve was made by John Vaughan, President. It was seconded by Bill Reynolds and Approved unanimously by officers.

**TREASURER’S REPORT**

Presented by: Lynn Bowman. Katherine Chase made a recommendation to approve. John Vaughan made a motion to approve the Treasure’s Report. It was seconded by Judy Poss and approved unanimously by the officers.

# OLD BUSINESS

* The board granted Lynn Bowman authority to investigate a management company to handle for TPOA. After contacting several local management companies, he settled on Prestige Homes Property management. The process of moving the bank account to Citizens is underway. Statements were sent out by Bill Reynolds with the fee schedule.
* Officer Nominations were held and approved.
* The landscape company was amiable to contract price negotiation and a more favorable cost was agreed on for 2020.
* Each committee now has at least one officer on it.
* Bill Reynolds put together and submitted a list of contact information for the officers of the TPOA.

**NEW BUSINESS**

* The introduction of Prestige Homes Property management as new HOA managing company. Katherine Chase will be the day-to-day contact for HOA matters. The hope of the TPOA officers is the Katherine can be a go-between for vendors, owners, renters, and property managers to keep the CCR’s upheld.
* There are some vacant positions available on two committees. Landscape and seasonal could each use 1 additional owner, if any homeowners would like to sign up for consideration. Katherine directed those in attendance to please put their names on the sign-up sheet if they had any interest. No homeowners signed up or asked questions about the vacancies.
* A welcome packet is still being designed for approval by the board with the CCR’s or an abbreviated list of rules and regulations for tenants. Katherine presented a beginning draft to officers to peruse and get back to her with changes. It will include a list of general rules and restrictions that have been troublesome and not followed regularly.

**MANAGER REPORT**

1. No Boats, R. V’s, or Trailers are to be parked in the association for more than 24-hours.
2. No parking on the street except for short-term social occasions. Overnight parking guests must utilize the driveway. City Parking laws must be observed. This is a safety concern.
3. No commercial vehicles may be stored on property.
4. Lawncare company must remove leaves and clippings from the property being serviced. Blowing them into the road is not adequate and is not in keeping with the “neat, clean, orderly, and free of debris” clause in Article 5 section 9 of the CCR’s. So too, the vacant lots must be kept in reasonable order as outlined in the same section. Failure to do so will be met with the HOA sending out a vendor to compete the work and adding the cost to the lot owner’s ledger.
5. Annual dues are to be paid now. Dues are considered late on February 1, 2020 and will incur a $100 late fee per lot, and additional charges the longer you wait to pay.
6. Garage doors must be kept closed when not in use for car maintenance, (4 hours) yard work, or home maintenance. When unoccupied, garage doors must be kept closed for safety as written in the amendment of the CCR’s.
7. The city’s noise ordinances must be obeyed. In the CCR’s in Article 5, section 1 “excessively noisome activities which may become an annoyance to Owners” are forbidden.
8. Garbage cans must be pulled back from the road and placed out of sight by the evening of collection. Also, they shouldn’t be placed in an area that can cause a safety concern for drivers. Safety is a priority. Please follow the city waste pick-up guidelines.
9. Please submit all Modification Requests to the HOA manager for submission to the Architectural Committee. Include the vendor you plan to use, a drawing of the project including property lines with a description of the project, and a timeline with an estimated beginning and end date for the project is also needed. The HOA will not accept any liability for any project. They vendor must submit current City of Enterprise Business license, Workman’s Comp and General Liability insurance, and a copy of the building permit (if required) before the modification can be started.

**ANNOUNCEMENTS**

* The next open board meeting will be Monday April 20, 2020 at 6:00.
* The Spring Garage Sale will be April 25, 2020.
* Questions about the traffic on Tartan Way were raised, and the President directed the owners to talk to their local city officials.
* Questions and comments are permitted with a 3-minute time limit for business listed on the Agenda. Any other topics must be submitted 2 weeks prior to the meeting date for Officer’s approval, before being added to the Agenda.

**Adjourned:** 6:28pm Prepared By: Katherine Chase