



LOLO CREEK TRAILS HOMEOWNER'S ASSOCIATION BOARD
MINUTES

March 31, 2009

6:00 pm 7867 Sugaree Trail
Lolo, Montana

Present: Scott Caldwell, Tye Roy, Teri Johnson, Patrick Naseem, Jennifer DeSpain, Brandon Wright, Dan Johnson, Andrew Schwartz, Nolan Meeks, Connie Nichol

This introductory meeting was called by returning Board member, Brandon Wright, to introduce the new officers and Board members to the retiring Board and officers, hand off materials for continued operation and to outline the goals and plans for the upcoming year.

Since there was no formal agenda or actions taken, these minutes serve as a running record of the discussions and action assignments/volunteer that were made.

Brandon proposed a mass mailing be sent out soon to all homeowners for the purpose of:

- Introducing the new officers and Board members
- Notify the homeowners of the dues notices to be coming out
- Remind homeowners to review the Covenants Codes and Restrictions that are in place for the Lolo Creek Trails development
- Outline the goals of the officers and Board members (see short term goals below)
- Announce the plans scheduled for the upcoming year

Connie has the roster of current homeowners up to date and she will e-mail the database of addresses to Teri for the mailing.

Jennifer volunteered to put together a draft letter and will send to Brandon and Teri for input prior to approval at the next meeting.

Dues – Connie has been working to bring all dues accounting up to date and will transfer these records to Patrick.

Tye requested that a formal agenda be developed and Roberts Rules of Order be followed so that meetings held are organized, productive, and the minutes clearly reflect the actions taken. He also suggested that a regular meeting schedule be followed. It was agreed that the second Tuesday of each month at 6:00 pm would work for the majority of the Board and officers. Regularly scheduled meetings would also benefit the homeowners so that they will be able to submit agenda items prior to the meetings. Teri will develop and send out an example of an agenda format to Tye and Scott for the next meeting April 14. Tye will assist Scott with putting together the agenda for the next meeting and volunteered to host the next meeting.

Brandon asked for ideas on goals to focus on for the upcoming year. These items were discussed as short term goals:

- Send Dues billing
- regular monthly meetings
- monthly communication to the homeowners – this could be the minutes from the meetings posted on the website
- quarterly newsletter mailed out to the homeowners – we could request neighborhood improvement suggestions and include a map of the development so that areas could be identified that need attention
- HOA community clean up day and Bar-b-Que. Josh Legrey suggested this at the 3/19 meeting and volunteered to organize it. Dan Johnson suggested that the HOA could rent a dumpster to help with the removal of construction debris or other items.

- Arrange for mowing twice a year –. The HOA is responsible for the maintenance of the easements. Lot owners are responsible for controlling weeds and maintenance of their lots. We need to consider sending out letters to vacant lot owners with a deadline to respond as to whether or not they will be treating the weeds and mowing the lots or if they would like the HOA to do it and bill them for the cost. Tye volunteered to check into the arrangements for the treatment of the easements and vacant lots.
- Look into previous noxious weed management schedules and plan for treatment this year – Tye volunteered to take care of this. Connie stated that she had submitted an application to Missoula County for the weed grant and should be hearing from them soon.
- Architectural Control Committee process needs to be updated and distributed to the homeowners
- Get the web site up and going again. Teri and Dan have talked with Trevor Thompson, contacted Sherri Featherly and StartLogic.com. Tye suggested Raleigh Johnsen had expressed interest in helping with the web site. Teri will get in touch with him. The fees for the domain name are due for renewal 4/5/09 and if not paid will expire on 4/20/09.

Long term goals:

- Complete the entry way signage and tree planting.
 - Obtain a copy of the design that was submitted by the developer that had been turned down by the previous Board members
 - Consider the placement of the planned community bike trail
 - Connie reported that she had been in contact with someone from the sewer department and they will allow us a hook up to the water system for irrigating the trees.
- Contact the owner of the large field bordering the west boundary fence of LCT and request that the property boundary be treated/disked for a fire break. Stan Erickson is the owner and also owns lots in LCT. He would be easy to work with. Dan volunteered to contact him.

Additional discussion:

- The IRS reporting needs to be reviewed and submitted – Brandon volunteered to take care of this.
- New signature cards for the bank account need to be signed by the President Scott Caldwell, Treasurer Patrick Naseem and 3 year Board member Jennifer DeSpain.
- The current insurance policy is due to expire 4/5/09. Connie has found another carrier that has offered a comparable policy at a savings of \$1000/yr. Patrick volunteered to take a look at the new policy. Since the policy is due to expire on 4/5/09, it was suggested that we pay for one additional month of coverage to give us lead time in order to consider the new policy. There was further discussion of the insurance coverage; the current policy apparently does not cover officer and board liability. As we consider a new policy this will be an item of importance.
- There was discussion as to the documentation stating that the HOA was a legal entity and had assumed responsibility for operation of the Association from Mustang Holdings. Scott will check with the attorney Darrel Moss who supposedly presented this documentation at a previous HOA meeting.
- Several new homes are currently under construction. The Board requested that the Architectural Control Committee review the paint swatches that are being considered. Andrew volunteered to visit with the contractors for compliance with the association policy.

Items to consider for the 4/14/09 agenda:

1. Action: Dues mailing
2. Action: resolution to move the bank account to another bank
3. Action: review the insurance policy and consider changing carriers for a savings of \$1000/yr.
4. Action: review/approve the Welcome letter to be sent out
5. Action: newsletter development
6. Action: planning the community clean up day & Bar-b-Que
7. Action: Update Architectural Control Committee procedure

With no further discussions the group adjourned at 7:45 pm

Respectfully submitted,
Teri Johnson
Secretary, LCT HOA