

**DISCOVERY AT RAVENCREST HOME OWNERS ASSOCIATION  
BOARD OF DIRECTORS MEETING MINUTES  
October 23 2017**

**CALL TO ORDER**

The meeting was called to order at 6:33 pm. Board members present were Jim Kepple and Rita Clark. Absent from the meeting was Kimberly Barberi. Present from Priority Property Management were Jennifer Yeardley and Sophy Sam.

**OPEN FORUM**

Homeowners had some general questions.

**MINUTES**

The minutes from the September 25, 2017 were reviewed, Rita made a motion, Kimberly 2<sup>nd</sup> the motion, to approve as written.

**HEARINGS**

There were no hearings at this meeting.

**APPROVED BETWEEN MEETINGS**

Nothing was approved between meetings.

**FINANCES**

The September financials were reviewed after all questions were answered, the meeting continued.

**MANAGER'S REPORT**

Jennifer reviewed the manager's report. After all questions were answered, the meeting resumed.

**UNFINISHED BUSINESS**

Water Sub-metering – there were a few questions from homeowners on this, it was clarified this was still in the research stage. However, if this project does not change the plumbing system, there would be a meter added to measure consumption only. Jennifer is searching for a plumber who can install these meters, as this could take some time. Jennifer also clarified, prior to a project like this being implemented, there would be a homeowner vote. This was tabled.

Towing Service – There were two contracts submitted. This was tabled due to lack of time.

Pre-Approved Entertainment Lighting – Jennifer presented the Board with recommendation for pre-approved entertainment lighting for decks and the inside fencing. This would be allowed all year, as opposed to Christmas lights. The Board approved the policy as presented.

Trash Can Location Policy- Jennifer presented the Board with a start to a policy to help determine where trash totters can be stored while not in use. Jennifer explained this may be an on-going policy until it is determined where these can be allowed for the style of the unit, as there are some units that do not have back yards.

Security Camera Ideas- Several homeowners mentioned security camera installation possibilities at a previous meeting. There are some cameras that are attached to exterior light fixtures. The Board will review each request case by case, with a written request.

Concrete and Asphalt Repair/Replacement- C & H asphalt was present to discuss the condition of the Ravenscrest parking lot and the need to plan a year program to help with the health of the asphalt for years to come. C & H will put together a recommended plan for Ravenscrest, for road replacement and crack fill and seal coat.

**NEW BUSINESS**

Insurance Renewal – Andy Holloman was present at the meeting to discuss the 2018 policy renewal. To stay with a 2% wind hail, the policy would increase from \$56k per year to over \$86k per year. Adjusting the policy to a 5% wind hail deductible allowed the association to stay within the budget under \$58k per year. The owners will need to ensure they contact their individual insurance agent to make sure they are covered with at least \$25K of loss assessment, as this will cover the homeowner for their portion of a deductible in the future, should the association call for a special assessment for a covered loss. The homeowner should also make sure their insurance does not have a cap as to what amount they will pay for a deductible.

Fencing Responsibility – Legal Opinion – this item was tabled due to lack of time.

6835 Ravenscrest Drive- Jennifer presented the Board with a bid for deck repair, the Board unanimously voted to approve the bid as submitted for full repairs for \$2078.

Gutter Cleaning Bids – Jennifer presented the Board with two bids one from All Year Gutters and one from Gutter Cleaning Company. It was mentioned, All Year has cleaned out the gutters in the past and it appears they only clean out by performing a spot inspections and do not fully clean out every gutter. The Board unanimously voted to go with Gutter Cleaning Company for \$8752.20 for full gutter cleaning.

Trespassing Signs – Jennifer presented the Board with some pricing for trespassing signs. The Board expressed the desire to have 4 installed around the edges of the community along the ravine. The Board approved the signs if they are under \$50 each.

**NEWSLETTERS**

**EXECUTIVE SESSION**

There was no executive session.

**DESIGN REVIEW REQUEST**

None

**NEXT MEETING**

The next Board meeting will be on Monday November 27, 2017.

**ADJOURNMENT**

With no further business to discuss, the meeting was adjourned 7:57 PM

These minutes were approved by the Ravenscrest Homeowners Association Board of Directors on:

November 27, 2017  
(Date)

Rita Clark  
President

Rita Clark  
K. Barberi

[Signature]  
Submitted By:  
Community Association Manager

Kimberly Barberi 11/27/17