VALLEY WEST HOMEOWNERS ASSOCIATION

Board of Directors Meeting

May 8, 2019

1. Call to order: 2:00 PM
2. Establish Quorum: 3 board members present

 Greg Stratton, President; Tad Tsukamoto, Secretary; Dave Wieggel, Vice President

 Others in attendance: Peak Property Management represented by LeeAnn Matzinger, &

 Monica O’Brien; Margot Ogburn-HOA Attorney

1. Approval of past BOD meeting minutes dated 10.2.18

 \*\*Motion: Tad Tsukamoto 2nd: Dave Wieggel F/ A: Yes \*\*

1. Approval of past BOD meeting minutes dated 2.14.19

 \*\*Motion: Dave Wieggel 2nd: Tad Tsukamoto F/ A: Yes \*\*

1. Review of accounts receivable process:

-When should interest be charged? On anyone who is late or on an account before a lien is filed? Per covenants, payments are late 30 days after due date.

-On what should interest be charged? Assessments only or assessments and fines?

Discussion: Interest may be charged on fines per covenants but time spent calculating & collecting interest on fines is not usually worth the actual amount of interest collected.

\*\*Motion: Greg Stratton-Interest should be charged on assessments only and charged at the time a lien is going to be filed on the property, 2nd: Tad Tsukamoto F/A: Yes \*\*

Action: Margot Ogburn will amend the Rule & Regulation to reflect decision

1. Review of covenant enforcement process:

-Board is receiving too much direct correspondence regarding violations; they will redirect all correspondence to Peak Property Management

-All violations must be reported in writing to Peak for consideration; verbal complaints will no longer be considered

-Peak will make every effort to curb the violation with notices, fines, etc.

-Issues that cannot be resolved will be tabled for discussion at the quarterly board of directors meeting

-If there is a design review issue and it is mid-building, it will be reported immediately to the BOD

-BOD will decide at meeting whether to have Peak continue to try to resolve the issue or to send it to Margot Ogburn for further action

-BOD and Peak Property should be copied on all correspondence sent by Margot Ogburn

-Unless deemed necessary, no charges will be added to owner accounts for building/design violations until the situation is resolved

1. Adjourn 3:09 P.M.

Motion: Greg Stratton 2nd: Tad Tsukamoto F/ A: Yes