

**EAGLEWOOD ASSOCIATION, INC**  
**BOARD OF DIRECTORS MEETING MINUTES**  
**October 7, 2024-Eaglewood Office**

**Meeting called to order:** by Steven Cook at 6:00pm

**Roll call of officers - Present:** Board members: Steven Cook, Paul Dalleska, Deena Bradley and Kevin Garcia

Operations Manager: Seth Spence

Office Manager: Kaye Carleton

Excused Absence: Laura Friesen

**Previous Meeting Minutes:** September 9, 2024 Board of Directors Meeting Minutes were approved

**Reports of Officers:**

**President:** Steven Cook

- Water pipe leaking on a property on N Lowrie Loop
  - Homeowner was served with a letter requesting he attend a meeting with the board on October 21<sup>st</sup>
    - He has granted access to the property for the purpose of collecting bids for the repair
    - The association could cover the cost and arrange a payment plan with the homeowner
      - In anticipation of safeguarding the infrastructure
        - Suggested payment amount would be \$500 a month
- Application timeframe
  - Given the building season for completion
    - Can extend one more year with existing approval
    - If application was submitted to pause assessments
      - Assessments continue
      - Assessments could be removed upon compliance
- Meet and Greet
  - Attendance would likely be better if the weather was warmer
  - Move Annual Meeting to June
  - Meeting schedule would need to be reworked from the current order
  - Spring cleanup would be completed

**Design Committee:** Laura Friesen-excused absence

- Last meeting was on September 9<sup>th</sup>
- Halloween Decorations in September
  - Reminder letters were sent out reminding homeowners of the rule
    - Several homeowners were upset and chose social media to air their complaints
    - Confusion why holiday lights can be put up October 1<sup>st</sup>
      - The intent of the dates was for safety
      - Consider changing the Halloween dates to mid-September
    - Ask the Design Committee to review the rule
- Political Flags
  - Political Flags are allowed 30 days before an election and must be taken down within 24 hours after the election
  - Other flags are generally allowed without exception
  - Political flags should follow the same rules as political signs
  - Other flags should be allowed during their respective seasons

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**Judicial Council:** Kevin Garcia

- No appeals at this time

**Secretary/Communication Chair:** Deena Bradley

- Website
  - Repairs to the utilities
    - Create a section listing the utilities responsible and the numbers to call
  - Referring those complaining on Facebook to this section

**Treasurer:** Paul Dalleska

- Financial Report was given
  - Wells Fargo has dropped below \$80,000 due to recent payments
  - Upcoming financial actions
    - Meeting with Edward Jones on the 15<sup>th</sup> to discuss transferring funds to the checking account to cover upcoming expenses
    - The 2025 budget will be [presented at the November meeting for review
      - Voting will take place in December
- Long Range Planning Committee
  - Committee met September 18<sup>th</sup>
  - VEI was in attendance to discuss the N Mitkof project
    - Focusing on extending the drain 300-400 feet with a buried French drain and possible insulation
    - This project will be disruptive to affected homeowners
      - Proper planning and communication are vital
    - Project will require significant roadwork, including trenching and digging, affecting traffic and access
      - Invite affected homeowners to a meeting to increase the awareness and communication
  - Other projects are being discussed in the event VEI cannot meet the 2025 timeline
    - Estimates for sidewalks and lighting upgrades are being gathered
    - Multiple contractors are being solicited to ensure competitive bids and quality work
      - A standard cross-section drawing for sidewalk construction was suggested

**Operations Manager:** Seth Spence

- Winter Maintenance
  - Essential drains have been marked to prevent flooding
  - Utility boxes in critical areas have been marked
  - Power outlet was installed on Chekok Circle so the trucks will warm up more quickly
- Lighting
  - The A strand was hit by the contractor for MTA installing fiber optic
    - A-1 Electric was able to get most of the strand operational
  - The J strand continues to have issues
    - Located scarred conductors-replaced

**Office Manager:** Kaye Carleton

- Collections Update
  - 4 actively in collections
  - 9 demand letters sent
    - Total owing \$22,107.99

**Unfinished Business:**

- Mowing behind fences-tabled
- Abandoned flower beds-tabled

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**New Business:**

- Board email communication
  - Some members use two emails and don't always have access
  - Often waiting a while for responses
    - Continue using personal emails, send out a text to announce the email
    - Whomever starts the thread needs to follow through on completion
      - Decision is made based on communication
      - If a vote is needed the President will call for a vote

Meeting adjourned at 7:37pm

Steve Cook 12/9/2024  
Approved Signature/Date

Deena Bradley 12/9/2024  
Secretary/Communication Chair  
Signature/Date

EAGLEWOOD ASSOCIATION, INC  
BOARD OF DIRECTORS Official Action  
October 22, 2024

Text message participants: Steven Cook, Laura Friesen, Paul Dalleska, Deena Bradley and Kevin Garcia

New Business:

- Motion: Hire Northern Excavation to repair the water leak at 18621 N Lowrie Loop. Add invoice to homeowners account and set up a payment plan.
- Vote: All in favor

Steve Cook 12/9/2024

Approved Signature/Date

Deena Bradley 12/9/2024  
Signature/Date