



Tuscan Valley Estates Homeowners Association

Board of Directors Meeting

March 16, 2023

Opening

The fourth meeting of the Tuscan Valley Estates Homeowners Association 3rd Board of Directors was called to order at 11:15 a.m. on Monday, Mar. 16, 2023, at the home of Janet Liberty.

Present

Board Directors: Mark Jones and Janet Liberty.

Old Business

1. Removal of trees from the creek county complaint filed
 - a. The county removed the trees from the creek
2. Buried storm drain county complaint filed
 - a. The complaint was closed by the county and transferred to Mike Cook
 - b. Janet will contact Mike Cook to see where this stands
3. Street repair county complaint filed
 - a. The county sealed the edges of the broken concrete but did not repair the concrete slab
 - b. Ask county public works when they will replace slabs of concrete for our streets
4. Proxy forms for homes owned by trusts or corporations
 - a. Six of the seven homes have submitted their perpetual proxy forms to the Board
 - b. Remind the last homeowner that we need the completed proxy form before they can vote
5. Special homeowners meeting
 - a. The library meeting room is reserved for Thu., April 13, 2023, from 6:00 pm – 7:30 pm
 - b. The notice of the special homeowners meeting and agenda has been mailed to all homeowners
 - c. Reviewed the agenda items and discussed Indentures and By-Laws that might have to be amended

New Business

1. Reimbursement request was approved for special homeowner mailing and HOA mailbox lock
2. PO Box
 - a. Mark spoke with the Arnold Postmaster who directed him to the Jefferson County 911
 - b. John Lewis at 911 assigned 3105 Tuscan Valley Estates Ct as the address for the common ground parcel on the right at the entrance
 - c. The post office assigned the open mailbox below lot 58 as the mailbox for this new address
 - d. We ordered a new lock for that mailbox, since Lawless has no idea what happened to the keys
 - e. Mark will install the new lock next week after it arrives
 - f. Mark will close the PO box and send the \$91 pro-rated refund to City & Village for deposit
3. Board Director Applicants
 - a. Set up an interview with the two interested homeowners for next week
4. Landscaping Committee volunteers
 - a. No homeowners volunteered to join the Landscaping Committee in response to the email sent by the Board
 - b. The Board will have to decide which plants are used for the entrance, etc.



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5. Landscaping Quotes

- a. Janet will reach out to landscaping companies to get quotes for grass cutting this year, cutting the bottom of the detention basin once per month, the top of the basin every other week, and the entrance common ground area weekly
- b. Get separate pricing for mulching the trees at the entrance
- c. Discussed the difference between bonded and insured vendors, determining that insured landscapers are what we are looking for; we won't pay landscapers who don't finish the job.
 - A surety bond is all about a company's reputation to follow through. A surety bond is a promise and a guarantee that they will complete the work they agreed to do. It is a promise that they will follow the rules and regulations of their trade. If a company fails to meet their obligations, the customer can make a claim against the bond.
 - The contractor's general liability insurance protects the HOA against damages such as the contractor causing damage to common ground, utilities, or neighbors' property bordering the common ground.
 - When a company has workers compensation insurance, any employee injured on the job will be covered by that insurance. However, if the company is not insured, the HOA could be open to being sued by the injured employee.

Action Items:

- Janet Liberty
 1. Prepare the minutes of this meeting and obtain approval for the minutes from the other Board Directors.
 2. Get quotes from landscaping companies for grass cutting and mulching.
 3. Follow up with Mike Cook to find out what the county plans to do about the buried storm water outlet.
- Mark Jones
 1. Send Janet screenshots of the common ground areas to be serviced by landscapers
 2. Install the HOA mailbox lock next week
 3. Close the PO box and forward the \$91 pro-rated refund to City & Village for deposit
 4. Schedule interviews with the two homeowners interested in serving on the Board
 5. Capture parts of the Indentures and By-Laws likely to be affected by any proposed changes to them in the special homeowners meeting in April in a Word document, in anticipation of preparing a ballot for homeowners.

Adjournment:

Meeting was adjourned at 12:14 p.m. The next Board meeting date, time and location is TBD.

Minutes approved by:

Mark Jones, President/Treasurer

Janet Liberty, Vice President/Secretary