



**RIVERSTONE HOA BOARD OF DIRECTORS MEETING
MINUTES**

DATE: January 18, 2018

PLACE: The Club at Riverstone

ATTENDEES: Board Members:
Trey Reichert, President
Tom Wilcox,
Ning Kang,
Also Present:
Jaime Villegas, Community Manager
Felecia Alexander, Staff
Julie Kveton, Staff
Kayla Barton, Staff
Sipra Boyd, Legal
Marc Markel, Legal
Sandy Denton, Consultant

A MOTION WAS MADE and approved to call the meeting to order and adjourn into Executive Session at 3:04pm.

MEMBER INPUT TIME

T. Reichert opened the meeting for member input at 3:32pm and the Board heard from one member.

A MOTION WAS MADE and approved to accept the agenda as published.

ACKNOWLEDGE ADMINISTRATIVE and ROUTINE MATTERS

- Ratified Electronic Decision to Authorize J. Villegas to Engage Straight Line Homes for Association Office Build Out
- Ratified Electronic Decision to approve Brady, Chapman, Holland & Associate, Inc. Proposal for HOA Insurance

CONSENT AGENDA

- Acknowledged Advance Receipt of Board Package
- Acknowledged 2017 Annual Meeting Minutes
- Approved Board Minutes from November 9, 2017
- Approved 2018 Board Meeting Schedule
- Approved Tentative Annual Meeting Date – Tuesday, November 13, 2018
- Dissolved the Newly Established Neighborhood Watch Committee and Acknowledged the Group as Autonomous
- Authorized Staff In-House Approval of Select Architectural Review Committee Applications that Meet Riverstone Guidelines
- Approved appointment of the following as ARC Committee Members: Frank Hester, Roger Hoover, and Trey Reichert.

A MOTION WAS MADE and approved approving all of the items on Consent Agenda.

ACTION ITEMS

There were no Executive Session Actions to report.

A MOTION WAS MADE and approved to appoint 2018 Board Officers: Trey Reichert- President; Tom Wilcox- Vice-President; Ning Kang- Secretary.

A MOTION WAS MADE and approved to accept the November 30, 2017 Financial Statements.



RIVERSTONE

A MOTION WAS MADE and approved to adopt the Collection Policy Revised January 15, 2018.

A MOTION WAS MADE and approved to adopt a Board resolution to initiate the foreclosure process and collections of delinquent accounts.

A MOTION WAS MADE and approved to establish the Foundation Committee and appoint Frank Hester, Kunal Seth, and Rob Thompson as Foundation Committee Members.

A MOTION WAS MADE and approved to authorize opening a new bank account for Foundation funds.

A MOTION WAS MADE and approved to engage CLS as the 2018 landscape contractor for Prestwick and Providence and adjust the quarterly mowing assessment rate accordingly.

A MOTION WAS MADE and approved to adopt Leasing Rules for Riverstone Homeowners Association, Inc.

UPDATES ON OLD BUSINESS

- 2017 Annual Meeting Resident Concerns - Staff shared updates on 2017 Annual Meeting resident concerns. The updates will be posted online and residents will be notified of the posting via an eBlast.
- Committees - Staff reported that resident applications have been received for the Hearing Advisory Committee and Landscape Committee and that introductory meetings will be scheduled.
- Resident Reporting Tool (LUKE) - Staff reported on resident usage of Resident Reporting Tool (LUKE). Staff reported that there have been 94 requests since it went live; common reports include tennis court and street light outages.
- General Updates – Staff reported that landscape enhancements are still underway, the HOA office build-out will begin soon, hog damage is still occurring, and that playground mulch was installed under budget. Staff also gave an overview of the duties of the newly hired Maintenance Coordinator. Staff reported that there have been over 4700 visits to rshoa.org since going live, with the most popular searches being for assessment information. Staff also reported that over 2600 residents visited the fitness facility during the month of December. Finally, staff reported work on a 2018 Business Plan to be presented at the next Board meeting.

NEW BUSINESS

There was no new business.

A MOTION WAS MADE and approved to adjourn the meeting at 4:32 p.m.

Approved at the March 28th, 2018 meeting of the Board of Directors.

Approved by: 
Ning Kang, Secretary