

**Riverside Chase HOA
Board Meeting Minutes
December 14, 2011**

Venue: Panera Bread
6015 Wade Hampton Blvd
6:30pm

Present: Steven Jackson
Danny Lin
Angela Black

Absent: Trish McGrath
Jonathan Wagner

Quorum: Established

Called to Order: 6:40pm by Steven

Approval of Minutes: None provided from the Annual Meeting

Reports: None: Vice President –new website design update
None: Treasurer's-report

New Business:

1. Board Positions
 - a. Danny- will run for Treasurer
 - b. Angela- will run for Secretary
2. Newsletter- Find out if Jennifer has collected any homeowner e-mail addresses that can be used for the online newsletter

Open Floor/Discussion:

1. Obtain a copy of the current landscaping contract
 - a. Quotes from other landscapers?
 - b. Any early termination fees?
 - c. Consider planting perennials
2. Obtain a copy of the current insurance policy
 - d. Verify it is to cover the Board members
 - e. Quotes from other insurance companies

3. Verify the location of the meters for the electric accounts for which we are billed.
4. Verify \$2600.00 was moved from the reserve account as opposed to the mailbox fund to cover the bills as the Board approved.
5. Find out the status of the Ivy Spring/Big Fox Lane home
 - a. Can we maintain the lawn and add the bill to the owners account?
 - b. Consider a City Council Meeting
6. Obtain a digital copy of previous tax information
 - a. Why is the interest so high (\$900)?
 - b. To make it easier to pass on the history for future Boards

Review/Action Items:

1. Request all needed information from Jennifer for all Board members to review and discuss at the next meeting unless an answer is needed earlier, in which case we will communicate with all board members by e-mail.
2. All Board Members need to look at the blueprint for the sunroom for 150 Fawnbrook **ASAP**, so that we can have a vote and let Jennifer know.

Next Meeting Date: January 11, 2011
Panera Bread
6015 Wade Hampton
6:30pm

Meeting Adjourned at 7:27pm