**RIVERSIDE CHASE HOMEOWNER’S ASSOCIATON**

**BOARD MEETING**

**JANUARY 16, 2016**

Attending: Steven Jackson, Josh Edwards, Rey Rementeria, Kathy Greene

The meeting was called to order at 8:30 a.m.

The minutes from the annual community meeting in November, 2015 were approved.

Rey provided the Treasurer’s Report. Property taxes weren’t paid by the management company in November but were paid in December instead.

There was not a line item in the December financials for the 1099 filing fees but Rey anticipated this would be included in the January financials.

Accounts Receivable was reviewed. There is an $887 credit in the “legal fees” line item. The management company is also transferring $140 per month from the operating account into the reserve account. Rey will contact David Wallace to clarify both issues.

The board discussed the process for payment of HOA dues. The membership agreed there was some confusion among residents with regard to this year’s payment process. It was agreed that for the upcoming year, a separate dues invoice will be included in the fall mailing that notifies residents of the annual community meeting. This invoice will include specific information regarding methods of payment (online or mail) and inform residents of a nominal processing fee for those who choose to pay dues online.

It was agreed that signs will be placed at the subdivision entrances stating that all homes with unpaid dues will go into lien status effective 2/1/16. Rey will handle this.

Kathy reported that the Welcome Committee (Kathy, Dorothy Cobb and new member, Kathryn Husby) will be meeting on Sunday, January 17, to discuss new ideas for committee activities and begin a redo of the information sheet provided to new residents. Kathy suggested we include specific dues payment information on the handout. In addition, since many new residents are not getting copies of the covenants, it will be noted that covenants can be downloaded from the RiversideChase.com site. Agreed by all. A draft of the modified information sheet will be presented to the board at the next meeting.

As a side note, Rey suggested that helpful community information such as city contacts, trash pickups, Nextdoor link, etc. be included in the community newsletter as well. Agreed by all.

The board discussed the approval process for ARC requests. Steve spoke with the management company to ensure that all board members will receive ARC requests. Rey spoke with David Wallace and stated there are two logins for the site to approve the requests. Rey has a login access. Since we have two logins available, Steve suggested that we make the other login generic so that all board members can access it. Rey will provide the board with his user name and password, and follow up with David Wallace about the second login. We’ll test the login at the next board meeting.

With regard to the process of responding to emails from residents with concerns, questions, etc. that don’t require a board vote, it was agreed that any board member who is available and has time may respond as needed to address the issue.

A discussion ensued of old business items. Josh and Kathy will conduct monthly “drive-bys” in the neighborhood to monitor for covenant violations. In particular, we’ll address the trees growing in the drain on the corner of Ivy Springs and RCC. We will also notify the homeowner at the corner of Ivy Springs and Big Fox of the need for them to trim the trees that are encroaching from their property onto Big Fox.

Regarding the storage area and key access, Rey has a key to the lot; Josh has a key to the storage shed and the lot. It was agreed that we need to order a supply of “Do Not Duplicate” keys and have them available for board members and residents who are storing property.

It was agreed that we will pay for the annual herbicide and sterilization of weeds in the storage lot. The cost will be $350 for the first year, then $250/year thereafter. The board will meet on March 12 for a combination board meeting and storage lot clean up prior to the weed treatment. Rey suggested the date be placed on the Next Door website, RC website and on signs at both entrances. Agreed by all.

Josh noted that we are out of replacement bulbs for the lights at both entrances. Suggestion was made by Rey about substituting LED lights. They will explore prices for an LED modification.

The topic was raised about having security cameras at both entrances to inhibit brick removal, parking issues with Riverside Middle school pickups and trampling of the landscaped beds.

Next Saturday, Josh and Kathy will speak with the resident at 113 RCC, who works with security systems, to obtain additional information.

An open form discussion was had regarding residents having chickens in the City of Greer. Rey provided an overview of the City’s regulations and permitting process. The ARC will approve all such requests from RC residents and will establish specific guidelines for the coop structure and maintenance.

The next board meeting will be held on Saturday, February 13, 2016 at 8:30 a.m. at Stompin’ Grounds Coffee House.

Kathy Greene

Board Secretary