

**Annual Membership Meeting Minutes**  
**Diamond Peaks Tract 1355**  
**Emerald Meadows Home Owners Association**

September 3, 2011,  
10:00 AM  
Community Center (CCF&E Fire Department)

Nate Brostrom, President; Fred Goetzke, Treasurer; Chris Kline, Secretary;  
Chuck Defoe, Director; Nick Goevelinger, Director

**1. Call meeting to order, roll call.**

**Meeting called to order by Nate Brostrom at 10:02. In attendance, Nate Brostrom, Fred Goetzke, Chris Kline, Chuck Defoe, Nick Goevelinger and Lon Bryant. In addition to the board members there were 6 other members and 1 guest present.**

**2. Proof of “Meeting Notice”.**

**Membership meeting letters/proxy notices mailed to all members.**

**3. Past meeting minutes review and adoption.**

**Minutes were reviewed by all present. Nick Goevelinger made a motion to approve as presented. Nate Brostrom seconded the motion. Motion approved unanimously.**

**4. Report of Officers**

- **President’s report (current issues and Board goals)**  
Nate Brostrom reported on the chip sealing work done on the roads and the purchase of both the well and entrance lots.
- **Treasurer’s report (current balance and HOA budget)**  
Fred Goetzke reported on the HOA’s financial condition and presented several financial reports including a balance sheet, financial statement and budget for 2012. He also discussed concerns with the increasing amount of past due receivables.
- **Report on activities for the year.**  
Covered under item #6.
- **Status of water system management, Nick Goevelinger**  
Nick reported:
  - The HOA has had no water issues since we put in the new telemetry system.
  - Carol & Nick Goevelinger took a course and became Certified Water Operators.
  - Backflow devices have been checked. There were issues with 3-4 valves. There were a number of boxes that needed additional insulation.
  - Nick & Carol are preparing a water maintenance manual and an emergency response manual.

- His findings on digging a 2<sup>nd</sup> well on the entrance lot. Cost would be approx. \$2000. There is some uncertainty on whether water could be found on the lot. He will do further checking. Chuck Defoe offered to check into the option of a drilling a 2<sup>nd</sup> well on the "Gibbs" property. Nate Brostrom brought up the option of having a 2<sup>nd</sup> reservoir as another alternative to enhance our water supply.

**5. Update on status of well lot purchase**

Covered earlier by Nate Brostrom during the Presidents report.

**6. Other projects,**

• **Road Maintenance: Crack Seal**

Chuck Defoe provided an update on purchasing the crack seal machine (approved at last year's membership meeting for \$3200). He found a used machine we could purchase for \$1200. It could be rented prior to purchasing. Chuck will investigate the cost of renting. It was a goal for the HOA to repair cracks in October 2011.

• **Entrance Lot: 2<sup>nd</sup> well**

Covered above under Nick Goevelinger's report.

• **Parking Issue: Winter Months**

The parking issue was being addressed with the Snow Removal contract bids. Nick Brostrom reported Richard Siragusa will allow parking at his Tow yard and will shuttle drivers for a fee. It was discussed that homeowners should call ahead to the snow removal provider to coordinate driveway plowing and parking ahead of arriving at DP's.

• **USPS Mail Delivery in HOA**

An update was provided to all members present: The box would be for HOA members. 5 boxes have been requested by members for rent. Rent from the 5 boxes will pay for the total cost in less than 5 years. Additional box rent will shorten the pay back window and provide future HOA income. Nick Goevelinger reported that a concrete pad had been poured for the box.

• **Updated Bylaws**

Nick Goevelinger reported that the approved changes to the bylaws had not yet been recorded despite efforts to do so with a facsimile signature. Original signatures are required by Klamath County. A second effort to record will be completed.

**7. Election of new board members, (4 positions open)**

Nick Goevelinger reported the following board members were up for review:

**Lon Bryant:** Did not want to continue on board.

**Chris Kline:** Willing to continue as a board member.

**Nate Brostrom:** Willing to continue as President/board member.

**Carol Goevelinger nominated Jerry Doane and Linda Baron as board members. Nominations were seconded by several board members. Vote was unanimous to add both Jerry and Linda.**

**8. New Business**

**Lon Bryant asked about the response to last year's new special assessment. Fred Goetzke provided an update. Unpaid dues would be prorated between the selling and purchasing members of a lot.**

**9. Adjourn meeting.**

**Meeting was adjourned at 11:04.**

*(Membership meeting will be followed by a Board meeting to elect 2011-2012 Board officers after a 30 minute break)*