

Miller's Gate HOA Board Meeting  
October 15, 2020 | 6:30pm  
GoToMeeting

In Attendance: James, Emily, Jenny

Meeting called to order: 6:35pm

1. Review and approve previous minutes - minutes will be sent out for review and approval via email.
2. 2020 and 2021 Budgets
  - a. Emily reviewed current standing of 2020 budget. There are a few outstanding questions for HOA Services that will be confirmed with Stacey.
  - b. The budget template has been updated to show operating and reserve expenses as well as the hold back percentage for unplanned expenditures.
  - c. A request log was created to track projects requested by board members and residents. This will help in budgeting and planning. Current projects listed include the wall, pedestrian gate, and landscaping.
    - i. There will need to be avenues to provide suggestions from community members. The board discussed informing the community at the annual meeting, and ongoing through out the year. Options for requests can be through email, Facebook, and other means.
  - d. The water bill has been reduced after James updated the frequency and duration of the sprinkler settings.
  - e. The phone bill for the gates has increased by \$20 per month. AT&T noted that land line service is limited, so that was the best plan. The board is discussing changing providers for land line and also pricing cellular upgrades to the keypads.
3. Contract Bids
  - a. Currently have two bids for new weed spraying services. James is going to contact Fireman Lawn Care regarding specifics on their bid.
  - b. One bid is still out for lawn mowing and landscaping.
  - c. James will be asking current vendors for 2021 bids.
4. November Meeting
  - a. James will check if Yukon is allowing meetings, but this is not likely.
  - b. The board has decided to use GoToMeeting for a virtual annual meeting.
  - c. Communication to Residents
    - i. Notice of meeting, agenda, and proxy forms will be mailed to residents the last week of October.
    - ii. Information will also be sent via email and the notice letter will include information to send email to HOA Services to be added to the email list.
  - d. Elections
    - i. Larry has already given notice that he will not be serving on the board in 2021.
    - ii. President and Vice President are 2 year terms.

- iii. Emily would like to continue as Treasurer.
- iv. Board need to elect open Secretary and Assistant Secretary positions as well as general members.
- e. Trick-or-Treating
  - i. Residents have been asking about hours and gates being open. Miller's Gate will follow Yukon observance on 10/31 from 5:00pm-9:00pm.
  - ii. The gates will be open for the duration of this time.
  - iii. A sign will be put at the gates asking visitors to wear masks and only visit homes with porch lights on.
- f. Walk-On Items
  - i. A flyer will be emailed to residents and posted on the Facebook page with Trick-or-Treat information, notice of the annual meeting, and November garage sale.
  - ii. The south gate keypad cannot be used for pedestrians and a vehicle gate. The board will be obtaining quotes for a sidewalk extension and pedestrian gate for 2021 Quarter 1.

Meeting Adjourned at 8:47pm

Action Item	Person Responsible	Due Date
Contact Fireman Lawn Care re: bid	James	10/19/2020
Contact HOA Services re: budget items	Emily	10/1/2020
Develop flyer for Halloween, Meeting, Garage Sale	Jenny	10/19/2020
Set up GoToMeeting Account	Jenny	10/23/2020
Update agenda and meeting docs	Jenny, James	10/26/2020
Send meeting docs to HOA Services	Jenny	10/26/2020