

**Minutes of the Cambridge Farms Homeowners Association**  
**Board of Directors Meeting**

February 11, 2014

Present: Fred Rowden, Sharon Lowery, Karen Crisp, Jane Greenwood, Steve Kientz, Jim Hanson and Merry Whyman

**Call to Order at 6 PM**

Financial Review

Association was \$200 under budget in 2013. The delinquencies totaled \$1,105. There is a payment arrangement in place. A new collection policy law is effective Jan 1, 2014 and will be done by our Attorney, Rich Johnson. There will be a notification procedure for collection of dues. Slows process for six months – we would send the 1<sup>st</sup> reminder after 2<sup>nd</sup> bi-annual payment is due. This would be a friendly reminder saying the amount is past due. Then must send a 2<sup>nd</sup> notice, and the third notice is an Intent to Lien. We pay \$30 to the Management Company for an Intent to Lien. This would be the standard procedure for all past due accounts. The late fee is \$35. Annual interest rate is 18% on late accounts. The return check fee is \$20. The late fee begins 45 days after due date. The transfer fee for a change of homeownership is currently \$200. Status letter is also \$200. Working capital is two months dues payment. These amounts should be in the management contract. Landlords need to turn in any lease to HOA.

New Business

Board would like to thank the Spinuzzi's for the ice signs. Jim brought up landscaping issues – he would like for our current landscaping contractor, Brickman to go back to the Menu Plan. Their bid increased \$300. The national average is less than a 3% increase – this would be a 10% increase. Karen recommends getting bids. Other contractors are JBK, Whispering Pines, Brickman – we need to do our due diligence to see if there is a better price available. The front entrance had a lot of weeds this last summer. One zone went dead and Brickman should have checked it out. Jim replaced ten boards with Scott Williams (thank you both!) on fencing.

Old Business

There is a fence dispute between homeowners and Asbury owner. This is not an HOA issue. HOA does not own any land – this cannot become an HOA issue and would be settled between the adjoining parties.

Homeowner Forum

None – will take place at Annual Meeting which follows this meeting.

**Meeting Adjourned at 6:40 PM**

Respectfully submitted by,

Merry Whyman  
Cambridge Farms Homeowners Association  
Vice President