

SilverCreek Townhomes HOA
BOARD OF DIRECTORS MEETING
Silver Creek Clubhouse 1732 W 540 N St. George UT 84770
Thursday December 19, 2024 | 6:30pm

Minutes

ATTENDEES:

Board Member Attendees:

Adam Witt, Karen Hayes, Carol Stauffer, Jeff Snow, Carla Peay, Bruce Lindsay, Neal Nuttall

Homeowner Attendees:

Homeowners Present - Deanne Nuttall, Balinda Earl, Maureen Vowels, Ray Robinson, Bob Scott

Homeowners Attending via Zoom - Sherri Burmester

CALL TO ORDER: Adam Witt, Board President Time: 6:33 pm

I. HOMEOWNERS OPEN FORUM: (2 minutes per lot)

Bob Scott -Asked about Dues increase of \$21.00 for 2025 being more than 5% from 2024. Adam Witt response: CC&R's state that dues "shall" increase 5% every year, which, if followed in previous years would make our dues now over \$400.00 per month. All previous Boards and this board have only increased dues as needed. This increase is within the constraints of the CC&R guidelines.

II. BOARD BUSINESS:

A. Follow-up on Homeowner Concerns from Previous Board Meetings:

1. Clubhouse Holiday decorated Nov. 30th. Thanks to all volunteers who helped.
2. Status of Tom Bandle's offer to place additional rock at corner of 540 North: Tom will start in January.
3. Karen received notice from St. George City stating the used electrical meter has been removed from our account and we will no longer be charged for that meter.

B. Board Actions:

1- Vote to Approve Minutes of previous Board Meeting held Nov. 21, 2024.

Bruce Lindsay- Motion to Approve. Karen Hayes- Second. Vote to Approve - Unanimous

III. BOARD UPDATES & CONCERNS:

A. 2025 HOA Management Change: Adam Witt

1. Update on SilverCreek Webpage - <https://sites.google.com/view/silvercreekhoa/home>
2. Annual Meeting - Saturday January 18, 2025. (This meeting replaces the January monthly Board Meeting scheduled for the same week.)

B. Communications Concerns: Bruce Lindsay

1. January Newsletter will include
 - Benefits of creating PayHOA portal account
 - A feature of our new Silvercreek webpage will be highlighted in each Newsletter in 2025.
 - Information on Annual Meeting & Board Elections Saturday, January 18, 2025.
2. Discussion of needed Annual Election Procedures. The following procedures were
 - Need candidates - Bruce will email homeowners an invitation to be a candidate.
 - Need Quorum - a majority of homeowners (at least 81 members) need to vote.
 - Need clear procedures
 - Proposal: a written proposal of suggested procedures was discussed.

Final Election Procedures Proposal Details:

- Jan. 1 - deadline for candidate forms returned to Board.
- Jan. 6 - Board will send a list of candidates to all homeowners and a proxy form with instructions by email and by USPS mail. A return envelope will be included with the USPS mailing. Proxy forms must be returned and received by the

Board before the January 18th meeting to be valid. No absentee ballots or electronic voting will be used.

- Printed paper ballots used on the night of the election will list the declared candidates and will leave lines for write-in or last-minute candidates who may be nominated at the meeting.
- 162 numbered ballots will be printed, numbered and distributed to Homeowners as they sign-in at the Annual Meeting. -
- Unclaimed ballots will be sealed in a marked envelope prior to voting.
- The ballot number on the corner of the paper ballot will be torn off at the time the secret ballot is deposited in a box.
- Voters will select 3 candidates to fill the 3 positions on the Board. Ballots with more than 3 selections will be invalidated.
- Ballots will be counted on-site by three Homeowners in attendance, selected by the Board and approved by a show of hands from all voters in attendance. The same three persons will record the unit number torn from each ballot as it is secretly deposited in the box.
- The three candidates with the highest number of votes shall be declared elected.
- In the event of a tie, the winner will be determined by a public coin toss.
- In the event of the absence of a quorum (less than 81 voters), the election will be declared to be in abeyance and the Board will consult an attorney for guidance.

- Motion to accept this proposal - Adam Witt. Second - Jeff Snow. Board vote - Unanimous

C. Financial Update: *Karen Hayes*

1. Pay HOA Options - AutoPay accounts, Mail check or Prepay options need to be set up by Dec.31, 2024.
2. Financial credits from CAM will be moved Dec. 20, 2024.
3. No more invoices or payments to CAM after Dec. 10, 2024.
4. Liability insurance information was received from Unit 159.
5. Unit 2 - New Homeowners are Art and Terri Merry.

D. Social Committee Update: *Carla Peay*

1. January Calendar -
 - a. Clubhouse Christmas Decoration Take-down - Saturday, Jan. 4 at 11:00 am
 - b. Bunko- Wednesday, Jan 8th at 6:30 pm
 - c. Community Dinner- Monday, Jan. 13 at 6:00 pm. Carla will contact Rich Panessa concerning music.
 - d. Sit & Chat - Jan. 15 at 11:00

E. Facilities Maintenance and Security Updates: *Jeff Snow*

1. Hot Tub and Pool issues resolved by Hans Kuhni.
2. Hans arranged to purchase pool chemicals at a better cost to the HOA.

F. Landscape Concerns: *Neal Nuttall*

1. Communicating with Steve Hansen on landscaping trimming and clean-up work.
2. Jim Caster is keeping track of sprinkler and other landscape issues that need attention.
3. Neal is working with Jim, Jan Petersen and Jen Pfaff to address landscaping needs.

IV. ASSIGNMENTS:

1. Carol - Ensure all homeowners know how to change payments from CAM to PayHOA. Make assignments to each Board member to help contact homeowners.
2. Carol - provide an Excel list of homeowner mailing addresses to Deanne Nuttall who will create mailing labels for the election mailings.
3. Karen - Ensure all financial records are transferred from CAM to PayHOA by the end of December.
4. Adam - Schedule an Executive Board Meeting to be held either Wednesday or Thursday of the third week of January for the purpose of reviewing plans for the Annual Meeting to be held on Saturday, January 18, 2025.

ADJOURN: *Adam Witt, Board President* *Time: 8:20 pm*