



1322 Fretz Drive • Edmond OK 73003 • president@silverhawkhoa.com
Minutes for SilverHawk HOA Monthly Board Meeting, April 2016

Call Meeting to Order

A Board meeting of the SilverHawk HOA was held on April 12th, 2016 at the SilverHawk Clubhouse. It began at 7:03pm and was presided over by Chris Painter, with Mandy Lunsford as secretary.

Roll Call & Quorum Determination

Voting members in attendance: Chris Painter, Mechille Calhoun, Lisa Slaton, Mandy Lunsford, and Chad Hoffman. Quorum established.

Guests in attendance: Jesse Kemp, Kevin Mashburn, and Virginia Slaton

Approval of Agenda

A motion to approve the agenda was made by Mechille Calhoun and seconded by Lisa Slaton. The motion carried unanimously.

Invitation for Guests to Speak: Kevin Mashburn spoke about some concerns he has heard from homeowners in the Villas about whether or not the Board is enforcing all aspects of the current Declaration. Both Chris Painter and Mandy Lunsford addressed this saying that the Board has been enforcing all CCR's to the best of their ability with the Declaration the way it is at this time. This means all the Board can do is send out violation letters (leaving out trash cans, etc.), which they have been doing. The Board will not be able to take further action until the new Declaration is in place. The Board has also been issuing variances for architectural requests received (sheds, pergolas, etc.), and issuing violation letters to those who have not asked permission prior to making an improvement. There is a difference with the Villas situation as it is a financial obligation and responsibility of the Villas homeowners to take care of the private streets and gates. The Villas homeowners must start saving up for street maintenance and repairs as soon as possible to avoid unaffordable special assessments in the near future.

Approval of Minutes

The previous meeting's minutes were approved through email by Mandy Lunsford, Chad Hoffman, Lisa Slaton, and Mechille Calhoun on March 6th, and approved through email by Chris Painter on March 7th. These minutes were posted to the website on March 7th.

Treasurer's Report

The Treasurer's Report was presented by Lisa Slaton. She gave an update on the overall budget and Villas budget, went over the aged accounts for possible corrections, and is asking Kara for a copy of the lien notice letter. Liens will be filed for accounts past due very soon.

Committee Reports

- a. **Architectural Committee (Mechille Calhoun):** Have not heard back about the shed request. Mandy will be checking to see if the improvement was made without approval.
- b. **Legal Affairs/Compliance Committee (Chris Painter):**
 - **Declaration Amendment Process & Planning:** Reviewing draft to finalize; scheduling neighborhood informational meeting with attorney very soon; will be mailing out voting packets with amended Declaration, ballot, and voting instructions prior to meeting; 60 day window to receive all votes. Mandy will post on NextDoor asking for notary volunteers and block captain volunteers.
- c. **Welcoming/Social Committee (Lisa Slaton):** Virginia delivered banana bread to new neighbors. Kara is sending closing updates the 15th of every month.
- d. **Grounds/Improvements Committee (Chad Hoffman):** Chad will be checking with Michael Love about the Phase 2 concerns; Mandy gave Chad the mowing contractors information so he can take that over; asking for a bid to install landscaping (flowers) in the common area flower beds. Jesse Kemp mentioned the possibility of starting a tree replacement fund for the Bradford Pear trees in the medians as they have a tendency to split as they grow larger and heavier.
- e. **Pool Committee (Chris Painter):**
 - **Pool Bids:** Board reviewed the bids received. See Motion #1.
 - **Clubhouse Cameras & Locks:** Chris will be purchasing the new locks and replacement parts for the security system. The HOA will reimburse him for these items.

Old Business

- **Villas Roads Update:** Core samples were taken in 2007 and showed a depth of 5 ½". The City Engineer has recommended accepting those samples. A crack seal and fog coat needs to be applied, and the roads will be ready to deed over to the City if that is what is decided. Estimated to be a one-time assessment of around \$333 per Villas homeowner, and the roads will be taken care of. Sending out a hard copy letter and email to Villas homeowners with all the information. Meeting will be May 10th at 7:00pm to discuss and vote. Homeowners will have the option to sign up to speak for 2 minutes about their stance prior to voting. The vote will require a 51% consensus for a decision to be made. Two options to go about deeding over the private streets; which option to take will be decided after the vote.
- **Earthquakes/Dahl SWD Facility:** No HOA members have requested a copy of the slideshow presented at the February meeting. There doesn't seem to be much concern with our members on this issue at this time. See Motion #2.



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New Business

- **Clubhouse Trash Can Rotation:** April= Lisa, May= Chad, June= Chris, July= Mechille, August= Mandy.
- **Neighborhood Garage Sale (May 13th-15th?):** A few members have requested the neighborhood garage sale to be the weekend after Mother's Day, May 13th-15th. See Motion #3. Chad will put out the banners advertising the garage sale at both entrances the Monday before the sale.

Main Motions

Motion #1: Moved by Chris Painter and seconded by Mandy Lunsford to hire Northwest Pool Management for the 2016 pool season. The motion carried unanimously.

Motion #2: Moved by Chris Painter and seconded by Lisa Slaton to remove the Earthquakes/Dahl SWD Facility issue from future agendas. The motion carried unanimously.

Motion #3: Moved by Lisa Slaton and seconded by Chris Painter to hold the Neighborhood Garage Sale on May 13th-15th. The motion carried unanimously.

Motion #4: Moved by Chris Painter and seconded by Mandy Lunsford to reimburse Kevin Mashburn for three air filter replacements and a ballast for the entry in the neighborhood clubhouse. The motion carried unanimously.

Announcements

The next monthly Board meeting will be held at the SilverHawk Clubhouse on Tuesday, May 3rd at 7:00pm.

A special meeting for those who own properties in The Villas will be held at the SilverHawk Clubhouse on Tuesday, May 10th at 7:00pm. This will be the final discussion and vote in regards to the private streets. Information letters and emails will be sent out shortly.

Adjournment

Chris Painter moved that the meeting be adjourned, and this was agreed upon at 8:37pm.

SilverHawk HOA Secretary

From: Chris Painter <president@silverhawkhoa.com>
Sent: Wednesday, April 13, 2016 12:38 PM
To: secretary@silverhawkhoa.com
Cc: Mechille Calhoun; Lisa Slaton; Chad Hoffman
Subject: Re: APPROVAL NEEDED: April Board Meeting Minutes

Approve

Chris R. Painter | President
SilverHawk HOA
405-412-5718

On Apr 13, 2016, at 10:45, SilverHawk HOA Secretary <secretary@silverhawkhoa.com> wrote:

Good morning,

Attached are the minutes from the April 12th HOA Board Meeting. Please reply to all with your approval or amendments if needed.

Thank you,

Mandy Lunsford

Secretary
SilverHawk HOA Board
Call/Text (405) 208-3939
secretary@silverhawkhoa.com

<20160412 Board Meeting Minutes.pdf>

SilverHawk HOA Secretary

From: HOA Treasurer <treasurer@silverhawkhoa.com>
Sent: Wednesday, April 13, 2016 1:09 PM
To: HOA Director
Cc: HOA President; HOA Secretary; HOA Vice President
Subject: Re: APPROVAL NEEDED: April Board Meeting Minutes

Approve.

Sent from my iPhone

On Apr 13, 2016, at 12:38 PM, HOA Director <director@silverhawkhoa.com> wrote:

Approvef

---- On Wed, 13 Apr 2016 10:38:05 -0700 president@silverhawkhoa.com wrote

Approve

Chris R. Painter | President
SilverHawk HOA
405-412-5718

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<secretary@silverhawkhoa.com> wrote:

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Mandy Lunsford

Secretary

SilverHawk HOA Board

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secretary@silverhawkhoa.com

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Cc: HOA Secretary; HOA Vice President; HOA Treasurer
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Approvef

---- On Wed, 13 Apr 2016 10:38:05 -0700 president@silverhawkhoa.com wrote ----

Approve

Chris R. Painter | President
SilverHawk HOA
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Secretary

SilverHawk HOA Board

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secretary@silverhawkhoa.com

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SilverHawk HOA Secretary

From: HOA Vice President <vice.president@silverhawkhoa.com>
Sent: Wednesday, April 13, 2016 9:49 PM
To: HOA Director
Cc: HOA President; HOA Secretary; HOA Treasurer
Subject: Re: APPROVAL NEEDED: April Board Meeting Minutes

Approved Mechille

---- On Wed, 13 Apr 2016 11:08:54 -0700 HOA Director<director@silverhawkhoa.com> wrote ----

Approvef

---- On Wed, 13 Apr 2016 10:38:05 -0700 president@silverhawkhoa.com
wrote ----

Approve

Chris R. Painter | President
SilverHawk HOA
405-412-5718

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