

**Location:** Phone conference call  
*NeuHaven HOA Board Meeting*

- I. **Call to Order:** 7:02 PM – motion by Hitschel second by Grigsby, passed unanimously
  
- II. **Roll Call**  

<i>Present:</i> Mark Tarkowski, President	Randy Burt, Director
Kirk Hitschel, Secretary	Chip Santeler, Director (phone)
Larry Grigsby, Treasurer	Associa: Lauren Thomas
  
- III. **Agenda:** Order of agenda changed as reflected in these minutes, motion to approve by Hitschel, seconded by Grigsby, motion passed unanimously.
  
- IV. **Minutes:** Motion to approve September 2023 minutes made by Hitschel, seconded by Grigsby, motion passed unanimously.
  
- V. **Financials:** As of October 31, 2023: PPB OPER #4375: \$138,934.58; PPB RES #4705: \$39,607.83. Motion to approve financials made by Hitschel, seconded by Tarkowski, the motion passed unanimously.
  
- VI. **Business:**
  - Budget 2024: Motion to approve budget as mailed to homeowners made by Hitschel, seconded by Grigsby, the motion passed unanimously.
  - New Collection Policy: Motion to approve biannual collections by homeowners made by Hitschel, seconded by Grigsby, the motion passed unanimously.
  - 2024 Meeting Dates: Motion for meetings on Tuesday FEB 20 (contracts confirmed); Tuesday JUN 18 (annual election), Tuesday SEPT 10 (budget draft), Tuesday NOV 19 (budget approval) – HOA meetings to be scheduled directly after Master meeting made by Hitschel, second by Grigsby, motion passed unanimously.
  - Reserve Study: tabled to next meeting, coordinate with Master
  - Financial Audit: motion to approve Cukierski & Associates LLC for \$3,000 to audit 2023 books made by Hitschel, seconded by Grigsby; Yes by Hitschel, Grigsby, Burt, Santeler; No by Tarkowski
  - Interest Bearing Bank Accounts: Motion to move \$39,607.83 Reserve savings into Bank of America 18 month CD at 5.3% APR made by Hitschel, second by Grigsby, motion passed unanimously.
  - Rule & Regulations: Cull and consolidate the most recent versions, mat require refinements or edits. Table until next meeting.
  - Bad debt write off: motion to write off the following accounts and totals made by Grigsby, second by Hitschel, vote passed unanimously: 213-8266-\$2,339.60; 214-0010-\$1,874.54; 215-2367-\$410.00; 213-8129-\$947.67; 215-2406-\$7.50; Total:\$5,579.31
  
- VII. **Home Owner forum**

- VIII. **Adjourn for Executive Session:** Motion by Hitschel, second by Tarkowski, motion passed unanimously
- IX. **Executive Session:** four sessions conducted
- X. **Meeting Reopened:** Motion by Grigsby, second by Hitschel, motion passed unanimously
- XI. **Annual Election:** homeowner quorum not met. Motion to approve resignation of Grigsby as treasurer made by Hitschel, second by Tarkowski, motion passed unanimously. Motion to appoint Geoff Crego as director made by Hitschel, second by Burt, motion passed unanimously. Motion to approve Board positions: Hitschel as president, Tarkowski as secretary, Geoff Crego as treasurer, Burt as director, Santeler as director made by Hitschel, seconded by Tarkowski, motion passed unanimously.
- XII. **Meeting Adjourned:** 8:14 PM motion by Hitschel, second by Burt, motion passed unanimously

*Minutes approved by: x* \_\_\_\_\_

*2/20/2024*

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