

Red Bridge Homes Association

Meeting Minutes

Date and Time of Meeting: July 10, 2024 6:15 pm	Location: Mid Continent Public Library, Red Bridge
Meeting Type: <input type="checkbox"/> General Meeting <input checked="" type="checkbox"/> Board Meeting <input type="checkbox"/> Committee <input type="checkbox"/> Other	

- Attendees
 - Rebecca Walsh, President
 - Carol Calabrese, Vice President
 - Dawn Rice, Secretary/Communications Director
 - Lynn Youngberg, Treasurer
 - Grant Shelnutt
 - Greg Abernathy
 - Michelle Wisdom
 - Vince Liffick
 - Eric Strautman, Historian
- Call to Order
 - The meeting was called to order at 6:20 by Rebecca Walsh. The meeting minutes from June 20 were reviewed and approved.

OLD BUSINESS

- **STATUE UPDATE**
 - Grant provided an update on the statue repair. The Board has agreed to proceed with the work, and the vendor is ready to begin reconstruction on the fingers. The Board needs a copy of the vendor's certificate of insurance in order for them to proceed with the work. We need to add the signed contract to the HOA files, and forward to HAKC. The vendor has requested a high quality historic photo of the statue in its original state, and Grant and Greg are searching for that. Greg and Vince are coordinating with the landscaping vendors on a fall plan for plantings on the island to provide a protective barrier around the statue. Discussion was held about asking a neighbor to allow use of their water for power washing, and options for compensation for this were discussed with the general consensus being to offer a gift card as a thank you.
 - Discussion was held regarding the unveiling ceremony for the statue. The overall response from the community has been positive, and many have suggested having Ellyn Connor perform the actual unveiling as a "thank you" for her hard work in researching the project. Lynn pointed out that historically, community participation in social events has been limited, but acknowledged that was prior to social media engagement by the Board. Discussion was held regarding a budget for the event, and it was agreed that we need to establish a budget before making plans, with Lynn agreeing to review the financials and provide an update on our financial status by the next meeting.
 - **ACTION ITEMS:**
 - **Grant:** Contact vendor to obtain certificate of insurance. Notify that he is clear to begin work once we have the required certificate.

- **Grant & Greg:** Look for a high quality historic photo of the statue to share with the vendor.
 - **Greg & Vince:** Coordinate with landscaping providers to get an estimate and recommendations for fall plantings/landscaping to enhance and protect the statue. Bring recommendations to the next meeting.
 - **Becca:** Scan signed contract and forward to HAKC, adding a copy to the HOA Google Drive.
 - **Lynn:** Review financials and prepare recommendations for a budget. Bring to next meeting for discussion.
- **ARCHITECTURAL APPROVALS**
 - Becca announced that she has set up an approval request in Google Forms, which streamlines the process for someone to place requests. There was a great deal of discussion about how involved the Board wants to be in regard to approving or disapproving requests. It was agreed that there needs to be consistency with decision-making to avoid any appearance of discrimination, but there were different opinions as to what is acceptable. Lynn made the recommendation that neighbors who want to erect an exterior structure (shed, pergola, etc.) must obtain approval from a simple majority of neighbors who border the property. The Board agreed with this approach. Finalization of the process was tabled until the next meeting.
 - **ACTION ITEMS:**
 - **All Board Members:** Review current architectural approval form and prepare feedback for discussion in next meeting.
- **STORAGE UNIT**
 - HAKC had sent an invoice for payment of \$270 to the storage unit that was dated February 1, and said it was the first invoice they had received this year. Michelle and Carol reported that there is nothing in the storage unit that warrants this expense, as it really only holds signs for things like the garage sale and pancake breakfasts. Michelle said she would go to the unit this weekend to remove all of the items, and Carol said she can store them at her house.
 - **Motion & Vote:** Motion was raised and seconded to pay the invoice but then clean out the storage unit and end the rental agreement. The motion was passed with a unanimous vote by all Board members in attendance.
 - **ACTION ITEMS:**
 - **Becca:** Inform HAKC to pay the invoice and close the account for the storage unit.
 - **Michelle & Carol:** Remove items from the storage unit this weekend, move everything to Carol's house. Throw away what isn't usable.

NEW BUSINESS

- **HOA WEBSITE**
 - Grant reported that he has done research on various website options for the HOA and made a recommendation to use "HOA Express." This is a website developer made specifically for HOAs and offers features such as automatic e-mail and text alerts, address verification, pet directories, forms, advertising for local vendors, and provides up to 30 e-mail accounts with a dedicated domain. Grant noted that the site has the capability of accepting payment for dues, which may be a consideration in the future, since HAKC currently does this. The cost for this is \$62/month or \$744/year. It was noted that with the savings from closing the storage unit, this will result in a net increase of costs to the HOA of \$204/year. Discussion was held regarding the purpose of the website vs the Facebook group, but it was acknowledged that many people don't use social media, and this would allow us to have a greater reach. Dawn and Grant will coordinate the setup to include content and layout.
 - **Motion & Vote:** Motion was raised and seconded to proceed with setting up the website and having HAKC use a credit card on file for payment. The motion was passed with a unanimous vote by all Board members in attendance.

- **ACTION ITEMS:**
 - **Dawn, Grant, Becca:** *Update: Signed up for 30 day free trial. Dawn, Grant, and Becca to test prior to committing.*
- **COMMITTEE UPDATES**
 - **BYLAWS:** Carol reported that the committee is progressing, and she will have minutes available by the next meeting.
 - **ACTION ITEMS:**
 - **Carol:** Prepare minutes from Bylaws Committee meetings and bring to next meeting.
 - **LANDSCAPING:** Greg & Vince reported that the majority of their meetings are informal conversations, but that work is progressing and they are getting good feedback from the neighborhood patrols. Greg expressed the need to get a plan for fall in place, which will include aeration and seeding for some locations, urn repairs for others, and ground cover for smaller islands. Greg plans to assess the plantings at each marker for sun/shade requirements and communicate with the vendors moving forward to ensure we have appropriate sustainable plants. Greg reports that we were able to trim some trees with the permission of the homeowners to remove foliage that was interfering with markers.
 - **ACTION ITEMS:**
 - **Greg & Vince:** Obtain quotes for fall work to include plantings, aeration, and seeding. Obtain quote for urn repairs.
 - **COMMUNITY OUTREACH:** Michelle provided an update on the welcome packets and stated that she gets a list from HAKC of all new residents. Currently there are 6 new homeowners that she will reach out to personally. Dawn indicated that all documents for the welcome packet have been added to the Board's Google Drive account.
- **FINANCIAL UPDATE**
 - Lynn reported that based on the most recent financial statement, the Board has approximately \$18,000 left in the account before outstanding expenses are paid, and we will have to dip into the reserve if we exceed that amount. Questions were raised about this number, as it had previously appeared that there was a much larger surplus. Lynn indicated that she would review all of the financial statements to try to reconcile the apparent discrepancies, and would report back at the next meeting. It was noted that we have not received itemized or payment schedules for certain capital expenses, so Lynn will work with HAKC to get the requested information for Board review.
 - Discussion was held regarding the number of delinquent accounts and action that needs to be taken. As of the May financials, there was an estimate between \$30-\$40K in delinquent dues, and this is having an impact on the Board's ability to provide essential services.
 - **ACTION ITEMS:**
 - **Lynn:** Follow up with HAKC to get better picture of current financial state, to include current delinquencies, outstanding invoices, and payment schedules.
- **GENERAL DISCUSSION**
 - Lynn made the recommendation that the Board should agree on a process for approval of contracts and expenses. She outlined some steps and there was general agreement.
 - **ACTION ITEM:**
 - **Dawn:** Write standard operating procedure/guideline to have as reference for this and future Boards, save in Drive. Present for Board review at next meeting.
 - Discussion was raised regarding storm debris and tree trimming/removal. Greg reported that there is a dead tree on 117th Terrace east of Wornall that is in danger of falling into power lines or on a home. It appears this is on city property. Carol said that in her experience when calling 311, they have told her that they won't send out trucks for storm debris, so homeowners are basically on their own. Becca

said that there have been reports about the dead tree in the past, and the city's response is that because it is an oak tree, it can only be pruned/trimmed/removed between November through March.

- Carol addressed blue marks that had been made on some sidewalks, and noted that per the city, these have been designated for modification to ensure ADA compliance.
- A concern was received via e-mail regarding speeding in the neighborhood at 113th & Oak, with one member requesting a petition to install a speed bump. Becca acknowledged that this is a complex process, and the discussion was tabled until the next Board meeting to see if there is anything that can be done to coordinate with the city.
- The next meeting was scheduled for August 13. The meeting was adjourned at 8:20pm.