

# RIVERSIDE BLUFFS

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HOMEOWNERS' ASSOCIATION, INC.

**Board of Directors Meeting  
December 6, 2016  
HCC at The Regent - Classroom #103  
Meeting Minutes**

**1. Certifying of Quorum-Call to Order**

The meeting was called to order at 6:35 p.m. by Adam Bilbao. Board member Susan Heath was in attendance, Richard Grist was absent; therefore, a quorum was established. It was confirmed that the meeting notice was delivered by hand to all homeowners at least 48 hours in advance.

**2. Reading of Minutes**

The Board read the previous meeting minutes and provided an overview of the previous discussions and decision to those in attendance.

**3. Financials/Delinquent Accounts**

The Treasurer provided an overview of the financials and answered questions. The board discussed the financial status of the HOA. The HOA with the new budget is on a path to a stronger financial position. The BOD reminded those in attendance to ensure they switch their bank 'Bill-Pay' to the new accounts as the new coupon books arrive in December.

**4. Architectural Committee**

The architectural committee has been working on community standards and will make them available for review. At subsequent meetings, the standards will be discussed with the community for feedback and further consideration to what standards does Riverside Bluffs residents want to adopt as community.

**5. Business Items**

The board discussed the resignation of the Vice President Richard Grist. Mr. Grist has since sold his home and duly submitted his resignation as Vice President. There are two candidates who have officially submitted their names for consideration: Justin Lukos and Rory Martin. Both were afforded an opportunity to speak to those in attendance and answer questions from the BOD. The BOD has the responsibility to fill mid-term vacancies until that BOD position term is up for reelection. The BOD also discussed the lack of funds limits mailing of general notices and other official communication to homeowners. It was discussed to adopt the website as the official communication for general announcements, such as BOD or ACC meetings, in order to minimize expenditures for the HOA.

**On Motion:** Duly made by Susan, second by Adam and carried unanimously.

**Resolve:** To establish the website as the official HOA communication and posting method of meetings or other HOA business.

**On Motion:** Duly made by Susan, second by Adam and carried unanimously.

**Resolve:** Appoint Rory Martin as the Vice President to serve out the current term.

**On Motion:** Duly made by Adam, second by Susan and carried unanimously.

**Resolve:** To appoint Justin Lukos to the ACC.

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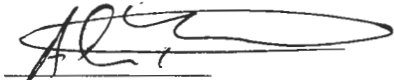
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**6. Adjournment:** The next board meeting is currently undetermined.

**On Motion:** Duly made by Susan, second by Rory and carried unanimously.

**Resolve:** To adjourn the meeting at 7:53 p.m.



*Approved By President*