

**Polo Fields Community Association, Inc.**  
**Board of Director's Meeting**  
**December 13, 2012**

PRESENT: Gary Smith  
Susan Byrne  
Dan Saldana  
Alan McGraw  
James Cordell  
Barb Kaelin

A regularly scheduled meeting of the Board of Directors of the Polo Fields Homeowners' Associations was held on Thursday, December 13, 2012 in the Polo Fields' Country Club conference room. The meeting commenced at 6:03 p.m.

The first order of business was to call the meeting to order. A motion to commence the meeting was made by Gary Smith and seconded by Alan McGraw. Barb Kaelin handed out an agenda for the meeting.

Gary Smith introduced Cory Rudolph, President of GreenScapes, the proposed 2013 landscape and snow/ice contracts was discussed. Gary Smith discussed some issues concerning mowing and or trimming this year. Cory Rudolph stated he will continue to work with Barb Kaelin and the Board to eliminate any and all imperfections. Dan Saldana questioned the price of salt on the proposal; Cory Rudolph agreed to lower the cost. The Board informed Cory all streets are to be plowed when 3" of snow has fallen; all heels are to be salted when ice and or freezing rain occurs.

A motion was made by Gary Smith and seconded by Dan Saldana to approve the contract from GreenScapes for the upcoming 2013 fiscal year.

Alan McGraw discussed the 2013 budget and asked if any Board member had any questions and or changes.

A motion was made by Jim Cordell and seconded by Dan Saldana to finalize the budget with the Committee.

Gary Smith suggested the possibly of bringing on another Board member making the total six (6). The search will consist of a person of interest with a financial background. Alan McGraw stated Lake Forest had informed him the rollover could be changed by the entire Board of Directors.

Alan McGraw gave an update of balances in all checking accounts.

Alan McGraw suggested to the Board to open an escrow Social account input all monies owned to David Greenberg. Alan requested to have Elizabeth run a report and forward so the funds be deposited.

A motion was made by Gary Smith and seconded by Susan Byrne to open the account.

Gary Smith gave an update concerning the posting of 2012 & 2013 budget information on the Polo Fields website.

Gary Smith made a motion and seconded by Jim Cordell once Susan Byrne reviews the Omnibus Agreement a letter be drafted and sent to Pacific Life/OB Sports informing them they are not allowed to discuss social dues with any homeowner in the Polo Fields Community; all calls are to be forwarded to Barb Kaelin.

Alan McGraw discussed the Country Club is advertsing optional Social membership to homeowners' in the surrounding area. Dan Saldana provided a flyer with pricing which has been disturbed. Susan Byrne will review the Omnibus Agreement prior to contacting the Country Club.

Barb Kaelin gave an update regarding the installing of four (4) new "No Soliciting, Deed Restricted Community signs located at all Entrances; weather permitting the signs are to be installed within the next week.

Barb Kaelin gave an update regarding Social coupon booklets; which have been processed and being mailed.

Dan Saldana made a suggestion to contact the newspaper carrier for the Community regarding distributing flyers to all homeowners' requesting them to complete and return a form for current e-mail addresses. Gary Smith stated he would contact the carrier. Barb Kaelin made a suggestion in having a drawing; dinner for two (2) at the Country Club to enhance the return.

Gary Smith gave an update concerning Craig Harbsmeier Accountant concerning finalizing tax returns and a letter the Association received from IRS requesting previous year's information needed. E-mail and phone conversations were sent to Kim Uhls and David Greenberg to please provide.

Jim Cordell discussed the Polo Fields newsletter; 1000 copies will be printed and delivered to all Homeowners. The full color newsletter will be updated monthly on the website. The Communication Committee will approve all classified ads prior to being placed.

Susan Byrne discussed an e-mail Barb Kaelin received concerning a request from a potential owner interested in purchasing 17513 Pope Dale Road. Mr. Rubenstein would like to hook up to the sewers that are adjacent to the property subject to an MSD easement in the open space of The Reserve of the Polo Field Community.

A motion was made by Alan McGraw and seconded by Susan Byrne to have Barb Kaelin forward request to David Greenberg.

Next meeting is scheduled on Thursday January 17<sup>th</sup>, 2013 @ 6:00 p.m.

A motion was made by Alan McGraw to adjourn the meeting was seconded by Dan Saldana. The meeting was adjourned at 7:27 p.m.