

Polo Fields Community Association, Inc.
Board of Director's Meeting
November 1, 2012

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

ABSENT: Dan Saldana

A regularly scheduled meeting of the Board of Directors of the Polo Fields Homeowners' Associations was held on Thursday, November 1, 2012 in the Polo Fields' Country Club conference room. The meeting commenced at 6: 11 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 Susan Byrne. Barb Kaelin handed out an agenda for the meeting. Gary Smith summarized the minutes of the previous meeting held for posting on the website. A motion was made by James Cordell and seconded by Susan Byrne.

Jim discussed the meeting held at Lake Forest subdivision on October 18, 2012 in which Gary, Susan, Barb and he attended. A motion was made by Gary Smith and seconded by Susan Byrne for Polo Fields Property Manger to complete a CAI Management Membership Application. Jim informed the Board Lake Forest has their newspaper carrier deliver all homeowners' a hard copy of the newsletter as well as posting on the website. As well as an off duty police officer is hired to patrol different streets/locations throughout the community to control speeding. Barb suggested and Gary agreed to contact Major Kelly Jones for advice as to who we should contact in the 8th District.

Gary & Susan discussed the compliance regarding sign restrictions; a decision was made with the election less than a week away, the homeowners' will not be asked to remove the political signs. Barb will send out approved friendly reminders to the four (4) homes advertising contractors, etc.

Susan suggested to Barb to walk all common areas and advice the Board if any sidewalk (s) need to be addressed.

A motion was made by Jim Cordell and seconded by Susan Byrne for the Board to create a reserve account within the 2013 budget; Alan stated he would input for approval.

A motion was made by Gary Smith and seconded by Alan McGraw for the "No Soliciting, Deed Restricted Community" signs be ordered and installed at all four (4) Entrances. Barb is to contact Best Stamp for completion.

A motion was made by Susan Byrne and seconded by Alan McGraw to hire Mr. Craig Harbsmeier, CPA to file the 2011 Polo Fields Community Association, Inc. tax returns which were not completed by Mr. David Greenberg prior to the transition.

Alan stated per the By-Laws one (1) Board Member will need to resign within a year of appointment and a new homeowner to be voted in. All were in agreement this will be discussed at a later time when all Board members are present.

Proposal for next year's lawn contract was presented for review; all in agreement this too will be discussed at a later time when all Board members are present.

The next order of business was to hear from each Committee Chair: Susan gave an update concerning the Architectural Review & Covenants' Committee. Reviewing Covenants conditions and Restrictions for all Sections in the Community, in doing so present a helpful rulebook to new homeowners.

Alan gave an update concerning Budget & Finance Committee; Barb informed the Committee 2013 homeowners' association dues were mailed to all Lot owners. Alan stated he had requested Elizabeth to provide a blank 2013 budget spreadsheet. Balances of checking accounts were given.

Jim gave an update concerning Communications' Committee. Jim went over the FAQ's for all to review prior to posting on the Polo Fields website. Suggestions and or changes were made in which Jim stated he would complete prior to posting.

Next meeting is scheduled on Thursday November 8th, 2012 @ 6:00 p.m. in which Lake Forest Board members have been invited to share their experiences.

A motion was made by Alan to adjourn the meeting was seconded by Jim. The meeting was adjourned at 8:16 p.m.