

Polo Fields Community Association, Inc.
Board of Director's Meeting
September 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, September 13, 2012 in the Polo Fields' Country Club conference room. The meeting commenced at 6:05 p.m.

The first order of business was to call the meeting to order. A motion to commence the meeting was made by Alan McGraw and seconded by Gary Smith. Barb Kaelin handed out an agenda for the meeting. Gary Smith summarized the minutes of the previous meeting held August 23rd, 2012 for posting on the website. A motion was made by Alan McGraw and seconded by James Cordell.

Gary asked Barb Kaelin if there were any open invoices to be paid. Barb furnished invoices for the board to review. Alan stated he had reviewed the opened invoices from Bladerunners for work completed the years of 2010 & 2011 and agreed the work was completed and requested Barb to process for payment.

Alan went into great length to discuss the loan in which PFI has stated was in place with the Association.

Alan discussed the meeting with Mr. Scott James (Representing CUB Bank) as the consultant for the new patio homes under construction in the Reserve of the Polo Fields. A motion was made by Gary and seconded by Jim to meet again.

Alan showed pictures taken of drug paraphernalia found in the Community and the ongoing vandalism; Barb is to contact Major Kelly Jones.

Alan made a suggestion and seconded by Dan to post on the website a \$500.00 award for information that leads to an arrest and conviction of vandalism throughout the Polo Fields Community.

Alan made a suggested to discuss the topic of a Community Neighborhood Block Watch at the next Homeowners' Association meeting.

Jim mentioned Lake Forest has a Neighborhood Block Watch which is much formalized He mentioned Lake Forest has several F.A.Q. on their website; in which he has been reviewing.

The next order of business was to hear from each Committee Chair: Jim gave an update concerning Communications' Committee. Upcoming newsletter targeted date in October 1st, 2012. Any committee interested in inputting reports and or items space is available. Gary stated he would write a letter reminding the homeowners of the Covenants, Conditions and Restrictions' related to violations. Arranging a meeting with Mr. Roger Behling, General Manager of the Country Club for October upcoming events.

Dan gave an update concerning the Maintenance Committee; Dan went over the Bid Specifications for 2013 lawn contract. Gary questioned two (2) line items regarding the time and day of the week the work is to be completed; corrections will be made prior to submitting to contractors. He discussed the information received from Barb from last year's snow removal contract. Replacement of damaged or missing light bulbs located in the Pergola and the Gazebo were discussed and agreed upon to contact Stan Devore with Landscape Lighting to evaluate and provide a quote. Exterior holiday lights were discussed and a price of \$4,000.00 was agreed upon for the upcoming season. A price from Landscape Lighting to install a water foundation in the lake located in the Parks.

Susan gave an update concerning the Architectural Review & Covenants Committee: Susan spoke with Barb concerning approval granted for fencing/ playground equipment submitted by two (2) homeowners' in the Community. She stated enforcing the Covenants, Conditions and Restrictions are top priority for the Committee; the Committee has discussed various enforcement procedures to include, but not be limited to, the possibility of imposition of fines for non-compliance with the Covenants. Alan presented the Budget & Finance Committee report of the status of the HOA finances. The Board will review the parameters of and its authority to levy a "Special Assessment" should such a need arise to meet budgetary requirements for remainder of fiscal year. This would be a last resort and all procedural requirements would need to be met.

Alan gave an update concerning Budget & Finance Committee; the month of September to date the Association have collected \$4,994.10 in past due accounts. He made a motion and seconded by Susan mailing out 2013 homeowners' association dues to all Lot owners on or before November 1st, 2012.

Gary suggested that the next Board Meeting be held on Thursday October 4th, 2012 at 6:00 p.m. a motion was made by Alan to adjourn the meeting was seconded by Jim. The meeting was adjourned at 8:08 p.m.