

**MUIRFIELD HOA  
COMMUNITY MEETING  
NOVEMBER 11, 2008  
6:00 p.m.**

**Meeting Minutes**

**Responsibilities of Management and Board**

Brian reviewed the role and responsibility of the Welch Agency as well as the Home Owners Association (HOA). Within the past 3 years, Welch Agency was hired by the HOA to manage the property which includes enforcing the CC&R's. On a bi-monthly basis the agency representative visits the neighborhood and sends violation notices as needed. All appeals and following fines associated with violation notices are handled (in writing) by the Agency. The Agency consults with the HOA when necessary on matters brought to them by the community members. The HOA meets on a monthly basis to review issue brought to them by the Agency as well as vote on matters such as the yearly budget, capital improvements, community projects/assessments and maintenance items concerning community property.

**2009 Budget Preparations**

Mark stated that the 2009 budget is in the final stages and will be voted on by the board in the next week. Then it will be mailed along with the December Newsletter to home owners.

**Nominations & Election of Open Board Seats**

Brian opened up the discussion to nominations. Larry Newhall, Tracy Johnson and Nancy Courtoglous were nominated and the motions were seconded.

**Questions**

Concerns of dog waste not being picked up in the community were raised. The HOA is planning to install 3 new waste stations in the neighborhood to provide dog owners with bags to immediately pick up after their animal(s) which is required in the CC&R's of the community Article 2.15.

Concerns of wood burning fires being installed in the neighborhood without prior consent from the Agency and the fire danger that improper installation or improper use could pose to the neighboring properties and community as a whole.

The procedure for individual property improvements that affect the exterior of a home was reviewed A home owner must submit, in writing, plans and specifications to the Agency for review. The plans include but are not limited to the following items; showing the nature, kind, shape, dimensions, material, color scheme, locations, proposed construction timeline. For the complete procedure reference Article 2.2 in the CC&R's, which can be found on the Welch Agency website ([welchagency.com](http://welchagency.com)).