Minutes of Meeting of Ridgeview HOA

July 16, 2026 4:30pm

Home of Tim McBride

Present:

Tim McBride
Len Avdey
Steve Hooker
Anne Livingston
Jen Jolley - Welch Randall by phone

Tim McBride began the meeting by asking the directors and future officers of the board to review the by-laws which are located on the Welch Randall website. He noted that the by-laws state that the HOA board must meet once annually and on hold an HOA meeting annually. While the by-laws note the annual meeting to be held in June, it was clarified that the by-laws allow for the board to choose a different date. October was selected because the HOA financials end in September of each year.

The HOA meeting will be **Tuesday, October 13 at 7pm.** The board is required to announce the meeting 30 days in advance. Welch Randall will send out the announcement and the proxy. A save the date will go out 60 days in advance. At least 51% of property owners either in person or proxy constitute a quorum for the meeting.

The current officer structure was discussed, noting the absence of a President. Welch Randall takes on duties of the President, particularly the enforcement of HOA guidelines and rules.

Overdue HOA dues were discussed. Currently there are 5 owners in arrears with unpaid dues totaling $600. Procedures for collection were discussed. There are no late fees imposed. It was agreed that WR would send out reminders for overdue payments and follow up with a phone call after 6 months. If the payment is not made after 1 year, the board will send a letter and possibly meet with the owner to request payment.

The agenda for the HOA meeting was reviewed. Tim McBride will make changes and circulate to the board.

Resolutions are needed to appoint Len Avdey as Treasurer and Lisa Bedell as Secretary. These are officer positions and are non-voting. Lisa has a resolution that needs to be signed by 2 previous directors, Elizabeth Warren and Brooke Puleo. Once this resolution is signed, Lisa and Len will sign the resolution for the bank, giving Len signing authority for the HOA bank account, held at First Community Bank.

The board agreed to communicate through email and zoom calls as needed, and to handle any neighborhood issues as they arrive.

The meeting was adjourned at 5:35pm.