

# October 1st, 2020 SJNA Board Meeting Minutes

Present: Mary Humphreys, Cynthia Prokop, Pat Crowder, Elmer Thomas, Joan Fusilier

## Meeting called to order

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### Last month's meeting minutes read.

Minutes Approved.

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### Treasurer's Report (included)-Pat Crowder

Budget report presented along with September Income and Expenditures

One of our CD's matures on the 27<sup>th</sup> of October. Need to decide whether to roll it over.

Pat is working on transferring everything over to Quickbooks, banking information and creating customer information for each homeowner.

***Motion made to approve treasurer's report.***

***\*\*\*Motion approved***

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### ACC Committee Report Joan Fusilier

Signs were the hot button issue discussed in the Neighborhood FB group. Only if a complaint is received, the problem will be addressed.

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### Activities Committee Report Pat Crowder

Nothing much new to report

Christmas Decorations-Awards need to be revisited, banners instead of signs?

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**Beautification Committee Report (included) Mary Humphreys**

Committee report attached

Seeking bids for staining companies is in process.

Community meeting to plant pansies and hardy plants in traffic circles on Irby, designated date 10-24-2020.

***Motion to approve \$300 spending for pansies and other plants for the traffic circles.***

***\*\*\*Motion Approved***

Semi annual fertilization discussed, Larry Crowder volunteered his services to fertilize the beds and landscaping needs.

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**Communication Committee Report Cindy Prokop**

Newsletter for Fall-attached to Minutes

Budget submitted for expenses related to the Newsletter and other communications expenses for 2021.

Newsletter suggested to be completed on a quarterly basis, January, April, August and October

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**Safety Committee Report Elmer Thomas**

Children at Play signs are available for placement. Need assistance finding locations and hardware to place signs. Discussion was had about placement.

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### **Critter Committee**

See attached Report and update from Mary Humphreys

Discussed the rat problem. If we want to have a plan to mitigate the rat issue, may be worth looking at raising dues in the future to pay the high cost of removal and remediation. Until the building of the two adjacent subdivisions has completed, efforts will be wasted-the problem will continue.

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### **Welcome Committee**

See attached Report and update from Peggy Mason

Mary brought an example of Welcome gift

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## **Unfinished Business**

**Summons-status of the lawsuit, discussions with homeowner, lawyer-Mark Harris**

**Update from Mark Harris-no new information. Waiting on arbitration.**

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## **New Business** (need a motion on each to proceed with decision process)

### **Paying Bills online**

Natural State Landscaping payments-pay through invoices

Dues request via email as well? Trying to figure out payment options for neighbors and annual dues. Quickbooks invoices, shopping cart on site? What is the best option?

Gathering email information for each neighbor may help facilitate better communications.

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### **Adjournment**

\*\*Motion to adjourn the meeting

\*\*Motion approved

**SJNA Board Meeting Agenda  
October 1, 2020**

- I. Call to Order**
- II. Minutes**
- III. Treasurers Report**
- IV. Committee Reports - Hearing reports only, business transacted under unfinished business**
  - A. ACC - Joan
  - B. Activities - Pat
  - C. Beautification - Mary
  - D. Communications - Cindy
  - E. Critter Committee - Mary
  - F. Safety - Elmer
  - G. Welcome - Mary
- V. Unfinished Business - Where motions are made and action is determined**
  - A. Summons - Cindy
  - B. Kids playing signs
  - C. Critters
  - D. List of approved reoccurring expenses? How to document?
  - E. Documents on email
- VI. New Business**
  - A. Dues policy
  - B. Facebook policy
- VII. Adjourn**

BUDGET REPORT					
September 30, 2020					
		SEPTEMBER	YTD	Budgeted	Difference
<b>SUMMARY</b>					
	INCOME	\$678.34	\$11,488.38	\$13,222.00	\$1,733.62
	EXPENSES	\$1,279.81	\$17,787.61	\$15,100.00	(\$2,687.61)
	DIFFERENCE	(\$601.47)	(\$6,299.23)	(\$1,878.00)	(\$953.99)
<b>INCOME</b>					
	Interest	\$695.00	\$11,455.00	\$12,862.00	\$1,407.00
	CD Interest	\$3.16	\$33.38	\$36.00	\$2.62
		\$26.93	\$172.91	\$324.00	\$151.09
	Income Totals	\$698.16	\$11,488.38	\$13,222.00	\$1,409.62
<b>EXPENSES</b>					
	UTILITIES	122.37	826.00	1,050.00	224.00
	BEAUTIFICATION				
	* Lawn Maintenance	250.00	2,027.48	3,950.00	1,922.52
	* Beautification	716.06	2,278.18	3,000.00	721.82
	ADMINISTRATIVE				
	* Postage	0.00	297.00	500.00	203.00
	* Liens	0.00	262.65	300.00	37.35
	* Office Expenses	48.95	298.68	450.00	151.32
	COMMUNICATION	142.43	383.31	400.00	16.69
	SOCIAL COMMITTEE	0.00	26.18	150.00	123.82
	SAFETY COMMITTEE	0.00	113.13	250.00	136.87
	ARCHITECTURAL COMMITTEE	0.00	0.00		0.00
	SPECIAL PROJECT (FENCE)	0.00	10,152.00	5,000.00	(5,152.00)
	BANK FEE	0.00	50.00	50.00	0.00
	LIABILBITY INSURANCE	0.00	1,073.00		
	EXPENSE TOTALS	1,279.81	17,787.61	15,100.00	(1,614.61)

**BUDGET ITEMIZATION**

INCOME		EXPENSES														
DUES	INTEREST	Transfer to CD	Utilities	Lawn Mt	Beautification	Other	Communication	Liens	Administrative	Office Exp	LIABILITY	Activities	Safety	ARCH	BANK	
11455	35.38	10000	826.00	2027.48	2278.18	10152.00	383.31	262.65	297.00	1073.00	INSURANCE	26.18	113.13	0.00	50	
			16.86													
			28.62													
			30.30													
350			29.80								36.45					
345							142.43									
				250.00	225.00						12.50					
	3.16		16.79		491.06											
695	3.16		122.37	250.00	716.06	0.00	142.43	0.00	0.00	0.00	48.95					

10/1/2020

Digital Banking

@ 9-30-2020  
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# Home


ALL ACCOUNTS

FAVORITES ☆

Sort By: Account Number ▾

Checking	Available	Previous Day
Checking *5502 ☆	\$37,755.53	\$37,818.77
TOTAL	\$37,755.53	\$37,818.77
Investment Accounts	Available	Previous Day
FSB CD1 *7742 ☆	\$134.19	\$10,134.19
FSB CD2 *8301 ☆	\$78.17	\$10,078.17
TOTAL	\$212.36	\$20,212.36

Want to see your account balances from other financial institutions without leaving First Security Bank? You can!

 Sync Outside Balances

- CD1 matures on 27<sup>th</sup> of October
- need to make decision to rollover



Communications Committee  
Estimated Expense Budget for year 2021

**Quarterly Newsletter Budget Estimates**

	<i>Jan</i> 1st Quarter	<i>April</i> 2nd Quarter	<i>July</i> 3rd Quarter	<i>October</i> 4th Quarter	Yearly Total
Printing Costs Estimate (4 pages est. \$.10 per page B&W + tax)	\$ 117.86	\$ 117.86	\$ 117.86	\$ 117.86	\$ 471.42
Envelopes Bought in 500 Quantity (\$33.23 + tax)	\$ 36.26	\$ -	\$ 36.26	\$ -	\$ 72.52
Envelopes Bought in 100 Quantity (\$12.32 + tax)	\$ -	\$ 13.44	\$ -	\$ 13.44	\$ 26.88
Address Labels (Avery 8160, 750 Labels \$15.14 + tax)	\$ 16.52	\$ -	\$ 16.52	\$ -	\$ 33.04
Return Address Labels (Avery 8167, 2000 Labels \$16.65 + tax)	\$ 18.17	\$ -	\$ -	\$ -	\$ 18.17
Stamps (current cost \$.55 per stamp, needing 270)	\$ 148.50	\$ 148.50	\$ 148.50	\$ 148.50	\$ 594.00
Ink Cartridge (for label printing)	\$ 28.36	\$ -	\$ -	\$ -	\$ 28.36
	\$ 365.67	\$ 279.80	\$ 319.14	\$ 279.80	\$ 1,244.40

**Annual Website Expenses**

Weebly Professional Site Plan-Annual (8-16-2021)	\$ 144.00
Domain Fee-Annual (7-2-2021)	\$ 19.95
Add-On Domain Privacy-Annual (7-2-2021)	\$ 10.00
	<b>\$ 173.95</b>

**Miscellaneous Expenses throughout the year**

Paper	\$ 10.00
Ink	\$ 30.00
Organizational File Box/System-Misc Supplies	\$ 40.00
	<b>\$ 80.00</b>

<b>Total Estimated Communications Budget for the 2021 Year</b>	<b>\$</b>	<b>1,498.35</b>
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Beautification Committee  
October 1, 2020

A meeting was not held this month due to scheduling conflicts, but the lights in the Poteete traffic circle have been replaced.

The committee has not yet received a written report regarding the bids for staining the fence. Several have been submitted to a committee member.

Submitted by  
Mary Humphreys

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Critter Committee Meeting  
09-2020

Attempts to meet as a committee were not successful due to scheduling difficulties.

A bid verbal bid received from Conway Pest Control of just over \$7000.00.

A bid from a neighborhood lawn service was received to clear the brush from the banks of the drainage ditches for \$11,000.

NSLL sent a message they could not take the job of clearing the ditches at this time because of other commitments. A bid for the job during the winter months was requested, however, a response has not been received.

At present, those are the only two bid received.

Submitted by  
Mary Humphreys

**From:** Jesse Jimenez natstatelandscape@gmail.com  
**Subject:** drain brush  
**Date:** September 28, 2020 at 10:08 PM  
**To:** Mary Humpreys 03mhumpreys25@gmail.com

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Good evening Mary!

After looking at the drain and the amount of brush located in the areas needing to be cleared, I will not be able to take on the project at this time due to multiple booked projects already scheduled for the remaining of the year. If this is something that can wait until January or February, then I could possibly take this project on at that time and it would have to be done in phases.

I appreciate the BOD for reaching out to me first.

Jesse Jimenez  
Natural State Lawn & Landscape

**From:** Derek Harmon Derek.Harmon@afpgusa.us  
**Subject:** FW: Ditch clean out  
**Date:** September 30, 2020 at 5:54 AM  
**To:** 03mhumphreys25@gmail.com



Derek Harmon | AFPG Little Rock | Service Sales Leader | D: 501.492.8561 | M: 501.492.8550 | C:  
501.749.3455 | 11121 Richardson Drive | North Little Rock, AR 72113 | F: 501.492.8570 | [www.afpgusa.com](http://www.afpgusa.com)

**From:** Derek Harmon  
**Sent:** Monday, September 28, 2020 1:05 PM  
**To:** 03mhumphreys25@gmail.co  
**Subject:** Ditch clean out

Good day ma'am, I am Sharon Harmons husband. She has been talking to me about what it would cost to clean both sides of the ditch from behind the Wileys house to Tyler street. I have a lawn service (I have been in business for 40 year) besides my regular job. To make a long story short I goggle earthed the area in question and taking into consideration this area would include approx.. 4-0 on either side of the ditch I came up with around 22,300 square ft. At .50 per sq. ft to cut down all grasses and small scrubs, bushes and trees and haul the spoils off I came up with \$11,150.00.

I don't know if you or the committee had any numbers in mind nor did I know if it was proper for me to place a bid but I did want you to know if its not a conflict of interest I would be interested. Sharon did tell me as of now no one has given her a bid.

Thank You for your time

D

Derek Harmon | AFPG Little Rock | Service Sales Leader | D: 501.492.8561 | M: 501.492.8550 | C:  
501.749.3455 | 11121 Richardson Drive | North Little Rock, AR 72113 | F: 501.492.8570 | [www.afpgusa.com](http://www.afpgusa.com)

Welcome Committee  
09-2020

Peggy Mason, a member of the committee, submitted an example Welcome Bag which the committee gives to the new neighbors moving in to the neighborhood.

She also requested more names of new members who have moved in.

Submitted by  
Mary hum;hreys

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