



Mill Creek Community Association Board of Directors Planning Session Agenda

Friday, December 1st, 2023
9:00 am Mill Creek Country Club

President – Sid Siegel
Secretary – Becky Edy (Absent)
Director – Earl Bardin
Director – Evert Pretorius
Covenant Chair – Debbie Twardoski
Association Director – Hilary Bublitz
Security Supervisor – Lois Dawkins
Noxious Weed Committee – Marie Lenox

Vice-President – Angela Darby
Treasurer – Kristi Zevenbergen
Director – Jill Cheeseman
ACC Chair – Judy Cromwell
Maintenance Manager – Craig Williams
Compliance Coordinator – Joan Sweeney
Admin Asst. – Erin Fraser

1. Call to Order: 9:05 AM

Member Input - None

Approval of Prior Minutes

- November 15, 2023 – will approve at the regular January meeting

2. MCCA Department Reports

Craig Williams presented the Maintenance Report

- Suggested adoption of “100 Tree Policy.”

Lois Dawkins presented the Security Report

- Highlighted move to online reports

Joan Sweeney presented the Compliance Report

- Discussed the success of sending “polite request” emails before sending a violation letter.

Hilary presented the Administration Report

- Motion to approve hosting City Chat at MCCA on March 20, 2024
 - Motion by: Kristi, Second by: Judy, passed unanimously.
- Motion to approve Stacey Drimmer (LK) as an ACC Member
 - Motion by: Judy, Second by: Angela, passed unanimously.
- Distributed draft MCCA Tree Policy document for board consideration.
- Identified budget challenges for 24/25:
 - Expected insurance rate increases for auto and commercial packages and health/dental.

3. Committee Chair Reports

- Judy Cromwell presented the ACC Report
 - The committee suggested a few rule updates and clarifications for the board’s consideration.
- Debbie Twardoski presented the Covenant Committee Report
 - New members are needed for this committee.
- Sid Siegel presented the Inspections and Engineering Report
 - Craig’s updates to the inspection schedule are working well.
- Jill Cheeseman presented the Noxious Weed Report
- Evert Pretorius presented the Trail Ambassador Report

4. Hilary presented the Annual Survey Response Review

- 746 responses, up from 651 last year
- Overall satisfaction rate is 85%

LUNCH BREAK noon to 1 pm

1:05 pm The meeting reconvened in the MCCA Board Room

5. Budget Session

- Hilary reviewed the reserve projects planned for 2024/2025 and answered questions.
- Hilary and Craig reviewed the options for repairing a leaking pipe that leads from the Cherry Pond catch basin to the golf course pond. The board asked questions, and several members decided to meet on-site with Craig the following week to learn more about how the Cherry Pond system works.
- Hilary discussed waiting on the repair of the path leading to Cherry Pond until the new issue was repaired. We are still working on competing bids for Heatherstone path repairs and Fairway LRR area path repairs.

Motion to adjourn the regular meeting and enter Executive Session

- Motion by: Earl, Second by: Angela, passed unanimously.

6. Executive Session

- Employee Compensation

Motion to close Executive Session and return to regular meeting

- Motion by: Kristi, Second by: Jill
- The board unanimously approved Hilary's recommendation on employee compensation.

Motion to adjourn

- Motion by: Kristi, Second by: Earl, passed unanimously

7. Adjourn: 2:36 PM

**Minutes respectfully submitted by,
Hilary Bublitz, Association Director**