



**Mill Creek Community Association
Board of Directors Planning Session**

Friday, December 6, 2024

9:00 am Mill Creek Country Club

MINUTES

President – Sid Siegel

Secretary – Jill Cheeseman

Director – Dawn Rosenthal

Director – Evert Pretorius (Absent)

Covenant Chair – Debbie Twardoski

Association Director – Hilary Bublitz

Admin Asst. – Erin Fraser

Compliance Coordinator – Joan Sweeney (Absent)

Vice-President – Earl Bardin

Treasurer – Kristi Zevenbergen

Director – Mel Silver

ACC Chair – Judy Cromwell

Maintenance Manager – Craig Williams

Security Supervisor – Lois Dawkins (Absent)

1. Board of Directors Call to Order

9:04 a.m.

Member Input - None

Approval of Prior Minutes

Motion: Approval of November 21, 2024, Minutes

Motion by: Mel **Second by:** Judy **Passed:** Unanimously

2. Board Appointment

Motion: Appoint Dawn Rosenthal (WS) to fill the board seat vacated by Angela Darby that expires September 2026.

Motion by: Jill **Second by:** Mel **Passed:** Unanimously

3. MCCA Department Reports

Maintenance Report – Craig Williams

Discussed entry upgrades, tree planting, mailbox hutches and security gates.

Security Report – Hilary Bublitz

Discussed staffing levels, services provided to residents and vehicle maintenance.

Compliance Report & Covenant Committee Report – Hilary Bublitz

Discussed need for volunteers on the Covenant Committee.

Administration – Hilary Bublitz

Discussed need for more residents to opt-in on PayHOA for communications from

MCCA, participation in the City of Mill Creek Safety Action Committee by

Hilary, the

vendors PayHOA and Heartland.

4. Committee Chair Reports

Architectural Control - Judy Cromwell

Discussed current volunteer level, plans to review roofing material in the coming year and the February 6, 2025, paint presentation for residents.

Inspections & Engineering - Sid Siegel

Discussed what is inspected and the schedule of inspections.

Noxious Weed - Jill Cheeseman

Discussed upcoming Saturday events in Red Cedar for all MCCA residents, Eagle

Scout project and goal of North Park (VM) cleanup for 2025.

Trail Ambassador - Dawn Rosenthal

Discussed success of scavenger hunt in Chopper Park and options for new attire for volunteers.

5. Annual Survey Response Review

Presented by Hilary. 593 responses. (746 in 2023)

Overall satisfaction rate is 87%..

Discussion of the possibility of a more pinpointed survey in February of 2025.

Discussion of an in-person Annual Meeting for 2025.

Encouraged board members and committee members to attend a Mill Creek Coffee with a Cop.

6. SWOT Analysis

Participants engaged in a Strengths Weaknesses Opportunities and Threats brainstorming session facilitated by Hilary.

LUNCH BREAK

12:00 p.m.

AFTERNOON SESSION in MCCA Board Room

1:00 p.m.

(Debbie Twardoski, Judy Cromwell and Erin Fraser excused from the Afternoon Session.)

7. Budget Session

Hilary reviewed the reserve projects planned for 2025/2026, and Hilary and Craig answered questions.

(Craig excused.)

Hilary reviewed, explained and answered questions about insurance renewal.

Hilary reviewed the medical/dental insurance renewal.

Hilary presented options for board room furniture that were discussed.

8. Adjournment

Motion: To adjourn.

2:45 p.m.

Motion by: Mel **Second by:** Jill **Passed:** Unanimously.

Respectfully submitted,
Jill Cheeseman, Secretary