

The Parks Homeowners Association

Board Meeting Minutes

Date: 6/18/25

Time: 6:10 PM – 6:23 PM

Location: Virtual via Zoom

Board Members Present:

- Peter Harrelson, President
- Michael Faltaous, Vice President
- Jymm Jeffries, ACC Chair
- Josh Hudson (via proxy held by Peter Harrelson)
- Chankresna Seng, Incoming Treasurer

1. Call to Order

The meeting was called to order by President Peter Harrelson at 6:10 PM. A quorum was confirmed.

2. Approval of Agenda

Peter Harrelson moved to approve the agenda item:

- Hiring of HIP Law Firm
- Approval of potential legal work including:
 1. Lien and collections for association members two years or more in arrears
 2. Review of association governing documents

Motion Seconded: Yes

Discussion:

- Clarification was given that services would be billed on a flat fee basis, not a retainer.
- The review of governing documents would be at the HOA's expense (approx. \$1,800) and not billable to any homeowner.
- HIP Law will review current CC&Rs, bylaws, and articles of incorporation to ensure the HOA has authority to pass legal costs to homeowners when applicable.
- If legal review reveals otherwise, the board will revisit the financial impact.

- HIP Law may also be able to provide additional services such as a maintenance matrix for yard and aesthetic enforcement.
- HIP Law offered to meet with the board at no charge as a courtesy.
- This engagement is viewed as a trial run to evaluate the firm's fit for ongoing needs.

3. Board Discussion Highlights

- Consensus that governing documents are outdated and likely need revisions due to legal changes.
- Interest in addressing non-compliance issues and delinquent dues through legal channels.
- Clarification that the firm's review would provide a memo with recommendations but not include meetings or redrafting documents at this stage.
- Long-term plan includes possibly modernizing enforcement tools for aesthetics and maintenance compliance.

4. Vote

A roll call vote was held to approve the motion to hire HIP Law and proceed with the proposed legal work:

- Jymm Jeffries – Yes
- Michael Faltaous – Yes
- Peter Harrelson – Yes
- Josh Hudson (by proxy) – Yes

Motion Passed: 4–0

5. Action Items

- Peter Harrelson to sign the engagement letter and formally retain HIP Law on behalf of the board.
- Board to coordinate an initial meeting with the attorney (Eric Olson) to ask further questions.
- Peter to report back on next steps and findings from the legal review.

6. Adjournment

No additional business was raised.

Motion to adjourn: Seconded and approved.

Meeting adjourned at 6:23 PM.