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*Milburn Fields Board Meeting*

*June 2, 2022*

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**Mission Statement:**

The Milburn Fields HOA Board serves the members by maintaining and enforcing the by-laws in a manner consistent to uphold the value of the neighborhood, bring financial value to the members through reputable service contracts, and foster & grow a sense of community.

Milburn Fields HOA gathered at the home of Jan Schwert at 6:30 on June 2, 2022. Alex Payne, Terra Herzog, Traci Higbee, Trent Sorenson, and Jan Schwert were present.

We are still waiting for a response from the IRS regarding our penalty dispute for our 990 filing last year. We received a notice from the IRS in March stating that we were being penalized \$2,921.55 because our 990 filing for 2021 was filed late. Our past treasurer, Karen Clark, left the board at the end of 2020 and Justin Wetterer took over the position. He was told that our tax forms had to be filed by August 15<sup>th</sup>. He mailed our 990EZ in August of 2021. We were notified in December that the taxes had to be filed electronically. This is something that we were not aware of. He filed the form electronically at that time. When we received the notice of the penalty, Jan Schwert wrote a letter to dispute the charge and that letter was mailed in March. As of this board meeting we still have not received a response.

Alex updated us on the neighborhood sign project. We are looking at ordering 11 signs to be placed around our neighborhood; the estimated cost is \$2800.00. It is hoped that we can have the signs put up by the city this fall.

Terra will begin working on updating our by-laws. She will read through them and notate any changes that need to be made. She will then make sure that they agree with city code. Once she is done with her work, we will get a lawyer to review them and make sure they follow legal protocol.

Traci and Terra are working on getting our newsletter printed and mailed to those homeowners for whom we do not have an email address. They will take the document that Alex posted on social media and prepare it to be printed. They will print the document and the address labels. Terra will prepare the envelopes for mailing.

Alex will put a reminder out on our Facebook page and our website, asking for volunteers to become a board member. We as board members will also see if we can recruit someone for the position.

Meeting was adjourned at 7:15 p.m. Our next meeting will be on July 7<sup>th</sup>.

Respectfully submitted,  
Jan Schwert - Secretary