



## 2017 HOMEOWNERS' ASSOCIATION ANNUAL MEMBER'S MEETING MINUTES

- Date and Time:** March 18, 2017 at approximately 1:00 PM
- Type of Meeting:** Annual Meeting
- Location:** Camas Meadows Meeting Room
- Board Members:** Matt McCants, Tom Kelly, Marie Tabata-Callerame, Ron Boyce, Janine Smith, Kalani Davis.
- Audience:** 55 members plus their joint homeowners were present

After collecting and recording all proxies and attendees, President Matt McCants called the meeting to order at approximately 1:55 PM. Proof of Notice was confirmed by the annual mailing to members, email and website posting.

**Agenda additions/changes** – Marie T-C made a motion to move the item entitled “Appointment of inspector of the election” from 6 to number 3. The motion was seconded and passed verbally.

**Appointment of Inspectors of the Election** – Matt moved to appoint our accountant Lorrie Conway and her assistant as Inspectors of the Elections. The motion was seconded and passed unanimously by show of hands and verbal assent

**Approval of Minutes:** The minutes of the 2016 Annual Meeting were presented and discussed. Richard Arnold read a request from Linda Harnish to make a change the prior year's minutes. There was discussion and a motion was made to note the statement Linda made at that meeting regarding 3011 NW Lacamas Drive property owners. A simple majority approved by show of hands and the motion passed.

### **Report of Officers:**

**President's Report** – President Matt McCants made a powerpoint presentation of the State of the HOA, which included goals for 2017, such as:

- Creating and/or filling committees with active volunteers to make recommendations to the board.
- Create a forum to discuss Revisions to the Current Trees and Views Policy.
- Actively address Reserve Study Maintenance Items, such as Boat House Repairs, Boat Ramp Repairs, Multiple entrance beautifications, Picnic and BBQ area improvements, and developing a comprehensive plan for Meadowlands Park.

Matt listed some of the 2016 HOA accomplishments, such as:

1. Provided members with a schedule of board meeting dates for the year, the agendas ahead of each board meeting, and sent email reminder of meetings.
2. Allowed for open comments from the audience during every Board meeting
3. Provided and documents/policies (including minutes) for member comments before board approval.
4. Ensured all motions and votes were public to Homeowners
5. Created a new Member Complaint form
6. Created, distributed, and tallied the first homeowners survey
7. Regarding the volunteer committees:
  - o The Board met with the Joint Ad Hoc Committee on Trust and Transparency and was presented their findings for the Board to discuss implementation.
  - o Returned the power to the Architectural/Landscape Control Committee to make decisions without Board approval, which streamlined their process. Helped revise the ALCC approval form.
  - o Updated the Bylaws with Bylaw Update Committee and member comments.
  - o The Members Communication Committee created a new Official HOA Website ([www.LacamasShoresHOA.org](http://www.LacamasShoresHOA.org)) and implemented a new Email System to communicate with members who have provided their email address.
  - o The Internal Audit Committee completed an internal audit of our 2015 finances
  - o Started improvements to our Leadbetter entrance with the Common Area Land Use Committee.
  - o Started investigating the process of repairing the Meadowlands Biofilter with open discussion at Board meetings, going through an RFP process, and submitting a consultant's report to the City of Camas.

Matt ended with again requesting volunteers to help, stating “No changes will occur without committed volunteers. We need your help – you can make a difference!”

Comments included a thank you for the hardwork and communication throughout the year; a request for red-lined mark up of changes for the Bylaw changes; and further discussion of an expenditure on a Wetland Study. Matt explained that Board's role is to protect and improve the neighborhood. The Meadowlands biofilter is an asset that should be kept up, as it is starting to reduce the value of the neighborhood. Marie noted page 4-5 of [Meadowlands FAQ](#) handout. There was discussion of whether the Meadowlands biofilter was or was not working properly; the difference between the Conservancy Zone and the Meadowlands biofilter area, the difference between wetlands created to filter stormwater and wetlands that are protected by federal law; and the appropriateness of a Board delegating its legal duty to make decisions by asking for a vote/poll.

There was a comment regarding a revocable agreement made with a Homeowner. It was noted that the Common Area on El Rey and Lacamas Drive is one of our better-looking areas.

**Treasurer's Report** – Ron Boyce discussed the end of year financials and various expenses and the approved (for ratification) 2017 and 2018 budgets. Ron reported our bank balances at the end of the 2016 year as Checking = \$4,514.37, Prime Share

account = \$5.02, Operating Savings = \$21,382.46, Reserve Fund \$156,936.95 for a total of **\$200,834.27**. The property assets were \$186,980.10 for total assets of \$387,814.37. Our 2016 total revenue was \$106,389.52 and total expenses were \$106,122.99, for an income over expenses of \$266.53. No money was spent from the reserves in 2016. Ron explained the relation of the 2015 Reserve Study to the Reserve Fund and listed potential reserve projects. All such projects are individually approved by the Board before funds are spent. The Capital Replacement Committee will address and/or update the study and the list of reserve projects to be completed. This will help the Board set future contributions. There was a question regarding polling the membership and the role that poll would play in Board decision-making. Board following polling decisions versus the Board's duty to make sure decisions are fully-informed, proper and legally prudent. There was a comment suggesting both budgets should not be ratified due to the inclusion of consultant's fee regarding the Meadowlands.

The budget ratification process was explained: The 2017 and 2018 Budgets have been approved by the Board for submission to the membership. The motions before the membership are to ratify each of the budgets. Budgets are automatically ratified as long as they are not rejected by a majority of the total membership.

With 105 people present in person or by proxy, there were not enough votes present to reject the budgets. The budgets presented for 2017 and 2018 were ratified and the ballots were collected.

## **Report of Committees**

**Architecture/Landscape Committee** – Tom Kelly thanked Committee Members Steve Preedy, John Ulmer, and Don Davis for their dedicated service to the membership. There were 52 applications submitted during the last year - 33 for landscaping, 2 for new construction, and 17 for remodeling.

**Joint Ad Hoc Committee on Trust and Transparency** – Crawford Tuttle presented a summary of the Committee's work. The Board created the Committee in November 2015, members Crawford along with Carl Seneker and David Loftsteadt and two Board members in December, and final report presented to board in April. The [46-page report](#) (on the website) included best practices suggested in the areas of communications, accountability, dispute resolution, use of committees, meetings and decision-making, and election processes. The report is on the website. He suggested continuing to address the issues in the report by future Boards.

**Good Neighbor Committee** – Rita Haller and Kalani Davis are the Committee members who welcome new neighbors to the community with lots of helpful and important information. It was suggested that all new neighbors contact them to sign up for the next New Neighbor Luncheon.

**Members Communication Committee** – Karen Stanley presented the First Lacamas Shores Homeowner's Survey. She noted challenges encountered and improvements for future surveys. Survey takers generally appreciated the ability to get people involved. Their favorite amenities were the Canoe Club (continuing kudos to John

Ulmer) and the Heritage Trail. They were appreciative of the ability to get more involved and were concerned about costs. Comments noted that the trail needs a lot of maintenance (erosion) and that it may be a good idea to work with the City. This project will require volunteers. It was noted that the City is spending money on a parking lot by the trail.

**Internal Audit Committee** – Kathleen Price presented for herself and Gary Henderson, explaining the audit process used. The bottomline is that the financials were fine – no material discrepancies were found. Marie motioned to move audit vote up to this point in the agenda. Seconded and passed by voice. Votes were collected on the motion to waive the audit.

**Traffic and Safety Committee** – This committee is seeking volunteers.

**Common Area Land Use Committee** – Susan Oatney-Stuck presented a powerpoint. She solicited for volunteers as the Committee continues to find small pockets of Common Area that were on their list and new projects to add to their plate. Susan noted that she works in water treatment with various large corporations, including stormwater, and will never have a view, but wanted to do some good for the community and get to know her neighbors. The mission of the Committee was to help “preserve, protect, and improve” the Common Areas of neighborhood. In determining priorities, the Committee asked: Is it in good repair? It is in compliance? Is it being used to its full potential (e.g., as a gathering place or aesthetically)? In prioritizing, the Committee looked to return-on-investment (ROI), quickness of impact, and percentage of homeowners affected.

The Leadbetter Entrance Project has 3 phases: 1) Traffic safety (better range of visibility), 2) View from the entrance, such as brand sign visibility (“Lacamas Shores”), and 3) aesthetics (the first impression/wow factor of the neighborhood) are important. Phase one is complete.

14<sup>th</sup> hole Common Area Cleanup. The Committee first confirmed ownership (some thought the land belonged to Camas Meadows) and Camas Meadows has offered some help. There are dead trees felled, overgrown blackberries, brick repair needed, etc.

Meadowlands Picnic Area Cleanup. The first step is to repair what is there (overgrowth near bbqs, powerwashing, hollowed concrete, boat house dry rot, fallen trees, brambles, etc.) Noting that the developed picnic area is less than half of the land available, the next step is to determine if there are potential uses that would benefit the HOA (fire pits, amphitheater, community gardens, should be able to see the lake from the bbqs). We need volunteers with ideas and/or skills/tools.

Meadowlands Stormwater Biofiltration System. Because the CC&Rs obligate us to maintain it, the lack of maintenance is a concern. The biofilter was once an award-winning, nationally-recognized biofiltration system that now needs some proactive thought. The consequences of not being proactive could leave us open to scary risk. Susan noted the differences between healthy stormwater biofilters and what ours looks like. Biofilters should spread the water out over a larger area using abundant plants to absorb the debris and/or soluble toxins. The water should percolate through

the soil and come out clean. Our biofilter does not seem to be doing that and our system is taking in more stormwater than was initially envisioned. There was a comment about the cost of a project. Susan explained that they are in the discovery phase with the City, so the Committee does not know what the final project will entail. They have received a couple preliminary estimates for clean-up (\$30,000) and will look once again when they know what the options are. This project is not an “overnight” project and does not need to cost an arm and a leg, but it needs to be addressed. Additional permits should not be needed, but we do need to be on the same page as the City. The HOA has not been cited by a government agency but we do not want to wait for that. If we continue to kick the can down the road and wait until given a deadline to fix the problem, then compliance can get costly.

One commenter noted that the Lake is our most prized resource and upstream agriculture has the most detrimental effect on the lake.

**Election of Directors** – Nominations were taken for: Janine Smith, Mark Guthrie, and Steve Bang, and Marty Elzingre. All candidates accepted their nominations and took a few minutes to make a statement. Votes were then collected.

**Unfinished Business** – none

**New Business** – none.

**Adjournment** – The meeting was adjourned at approximately 4:15 PM

At approximately 4:27pm, after the meeting was adjourned, the Inspector of Election made the following statement:

The preliminary unverified counts were as follows:

- To waive the outside annual audit (to be done internally instead) - 94 voted to waive the audit and 3 to execute the audit.
- The 3 board of directors positions will be filled by Mark Guthrie, Janine Smith, and Marty Elzingre. [no count was given].

The majority of the 105 Homeowner votes rejected the 2017 and 2018 budgets. However, 127 were required to reject a budget per state law (see the ballot), so the budgets were automatically ratified.

- 2017 - 56 ratify vs. 63 reject
- 2018 – 50 ratify vs. 58 to reject

Those number were not yet verified so the counts were unofficial.