



**Board of Directors' Meeting
Minutes**

Date and Time: Monday, June 26, 2017 at approximately 7:00 PM

Type of Meeting: Board Meeting

Location: Parker Rd Fire Station, Camas, WA

Participants: Pat Lambert (President), Tom Kelly (Vice President), Marie Tabata-Callerame (Secretary), Janine Smith (Treasurer), Ron Boyce (Member at Large), Marty Elzingre (Member at Large), Mark Guthrie (Member at Large)

Audience: Richard Arnold, Bill Smith (The sign in sheet is missing so if anyone remembers some of the attendees please let me know.)

Pat welcomed the audience and announced that the homeowners would be given a few minutes at the beginning of the meeting for comments. He asked that each homeowner in attendance introduce themselves before making their comments.

The President Pat Lambert called the meeting to order at approximately 7:03 PM, **called roll** and confirmed a quorum. The meeting was audio recorded by the Board. **Proof of Notice** was stated as by email to the Board Members, email to homeowners, posted on the website and Nextdoor.com

Approval of the Minutes – Tom moved to approve the minutes of the May 15th meeting, motion seconded and passed unanimously. February meeting minutes are pending approval.

REPORT OF OFFICERS:

President's Report – Pat thanked Marie for all she has done to reconstruct our website; the numerous hours she has given to provide our community with a website that is a wonderful resource for our members including all of our founding documents and governing documents. Pat thanked Janine for the improvements that have been completed at the common area and picnic area.

Vice President – Tom had nothing to report.

Treasurer's Report – Janine reported that Lorrie did not complete the May financial reports in time for this meeting. The May 31, 2017 checking balance is \$2,947.43, member dividend \$5.02, Money Market \$72,761.73, Money Market Reserve Fund \$169,034.37, for a total of \$244,748.55. In May the \$12,000 was transferred to the reserve fund and we paid for the riding mower from the reserve fund. The box of records that we received from the previous board did not include a copy of our complete insurance policy so Janine requested and Lorrie received a copy from State Farm. In 2010 the board spent \$69,800 for the boat dock but the insurance was not updated so the coverage is still at \$18,100. After discussion, Tom moved to have the insurance coverage increased to the boat dock cost of \$69,800 knowing there will be an additional premium and schedule a complete coverage review with the insurance agent. Ron and Janine have agreed

to meet with the agent for this review. Motion seconded and passed unanimously. The prepaid credit card is now working for online purchases.

Secretary Report – Marie reported that we officially have our own dropbox account for the HOA. The annual cost for our dropbox will be about \$470. Marie will add a tab to the website for Trees and Views so everyone can review this important subject.

COMMITTEE REPORTS:

ALCC - Marty reported that there are some items to discuss in executive session. The committee had a couple of submittals.

Boat Dock Committee - Ron reported that he contacted the City and got the application. Thompson Brothers Excavating is scheduled to come out and give us a quote on Friday, June 30th. Ron expects to have their quote for what needs to be done and the cost by mid-July. This quote will be added to the application that Ron has already filed with Fish and Wildlife and they will determine what permit will be required. Then Ron will take that information back to the City for their approval and then back to Fish and Wildlife for their final approval. He is hoping that we will not need to pay for a biologist to evaluate everything before we can proceed. Janine told Ron about Ted Aadland, her neighbor across the street, that could be a big help in the dock repair. Ron will contact him.

Common Area Land Use Committee - Marie reported that the committee went and spoke with the City and was told that they need to go through the pre-application process. This will be a \$315 fee. The committee wants Pat and Susan to take the pre-application and check for the fee and meet with the City. Marie mentioned that the City is going to require buffers and we need to find out what they expect so we can plan for that. Marie moved that the board approve the expenditures for the pre-application and the permit fees upto \$2,000. The motion was seconded and passed 6 to 1.

Capital Replacement/Reserve Study Committee - Janine reported that the Reserve Study needs editing. She will work on a more in depth review and send everyone her recommended revisions. Brian Owens said we can send revisions up to five for what we have already paid.

The work that we contracted with NW Property Solutions to complete cost about \$550 more than originally planned because Shaun had to replace all of the facia boards on the maintenance building. The total capital expenditure was \$5,121.90 for the painting of both buildings, reroofing the boat house and replacing 2 man doors and facia boards on the maintenance building. We had a \$1,744 bill for the plumber to replace a commercial toilet, replace the valve on the urinal and replace all the flush kits. One of the automatic gate arms failed and had to be replaced. That cost was \$195 for troubleshooting and \$1,858 for the arm replacement.

In preparation for the 4th of July picnic, Sarah Bang discovered that the freezer/refrigerator is not working. Janine has verified this and says we only need a freezer because we have a large refrigerator. Janine moved to approve spending upto \$200 for a small chest freezer for the picnic. The motion was seconded and passed unanimously. The Baileys have been working very hard to complete all the maintenance in preparation for the picnic. They will also be working on some extra items after the 4th such as tree trimming at the basketball courts, blackberry removal, dead wood removal in all of our common areas. They will be adding more red rock to the area near the 14th green and dressing up an unkept area near there.

Member Communications Committee - Mark reported that the newsletter was delivered. He asked if anyone had received any feedback on the newsletter. He will be continuing to take pictures and speak with neighbors to gather materials for the next newsletter.

Social Committee - 4th of July Committee - Marie reported that she spoke with Sarah Bang and everything is on schedule. Volunteers are signing up to help. The fire and police departments are set for the parade. The jump house is ordered and the tents and tables are ordered.

Traffic Safety Committee – Marie reported that she would like to have small speed limit signs made and installed. The signs will be about \$185 and Doug could install in concrete at 3 entrance locations. Also need to add a no outlet sign at Astor Ct. Marie moved to spend upto \$300 for these signs. The motion was seconded and passed unanimously.

Old Business –

1. Janine still needs to complete the notes from the meeting defining the Reserve Study/Capital Committee and the CALU Committee with Steve Bang, Pat Lambert and Janine Smith.
2. Marie will complete the February board meeting minutes.
3. Marie will continue to work on the revisions for the Fees and Fine Schedule and submit to the board.

New Business

Mark made a presentation about the trees and views policy to guide us through a discussion. After much discussion the decision was made that Marie would draft a policy for private property only that defines views.

Discussion on a Voluntary Meadowlands Revegetation Fund was tabled.

Tom moved to adjourn the regular board meeting to go into Executive Session at 8:45 PM, the motion was seconded and passed unanimously.

Prepared by Janine Smith for Marie Tabata-Callerame, Secretary

Date