

Minutes for October 19th, 2013 Nisqually Estates Homeowner's Association [HOA] Annual Meeting

Attendance: **19 homeowners total.** 10 homeowners present and 9 homeowners by proxy.

Homeowners Present (Lot #): Aric Bowman (79), Jackie Jensen (65), Frank Symanski (71), Rebekah Jordan (112), Kathy Fields (80), Steve Jasper (1), Jeff Alwine (106), Rob Mendel (70), Amy Tribble (77), Susan McKitrick (55). **Total 10.** Note: Some of these homeowners also came with their spouses or co-owners but only one lot owner was counted for attendance and voting purposes. The sign-in roster will be filed with the original minutes as well as being scanned as a PDF file and backed-up online.

Homeowners by Proxy (Lot #): William Allen (92), Ernest Haney (81), Jennifer Arnone (12), Billie Wright (69), Richard Bowles (104), Shaun Ramirez (54), Pamela Snorteland (89), Bonnie Miller (13), Terry Kaminski (63). **Total 9.** Proxies will be filed with the original minutes as well as scanned as a PDF file and backed-up online.

- 1) The meeting was called to order at 9:30 am in the Yelm Prairie Hotel Bald Hill Conference Room, 700 Prairie Park Lane, Yelm, WA 98597. The quorum requirement was not met, therefore this was an information-only meeting for the attendees with no votes of the general membership taking place. Rob Mendel verified no one was recording the meeting.
- 2) Introductions of current Board members: Rob Mendel, Frank Symanski, Rebekah Jordan, Steve Jasper and Amy Tribble.
- 3) Nomination and Election of the 2013 – 14 HOA Board of Directors. Since a quorum was not achieved, elections were not held. The current Board remains in place until the next special or annual meeting in which a quorum is achieved. The Board asked the meeting attendees if there was anyone who was interested in serving on the Board. None of the attendees expressed interest other than those currently seated on the Board.
- 4) Financial Report
 - a) Remaining balances in HOA accounts as of October 19th, 2013:
TwinStar Checking: \$11,113.28; TwinStar Savings (Reserve): \$6,511.09.
 - b) 2012 Dues Status: 115 paid out of 120 properties.
 - c) Liens: 17 liens on 6 properties.
 - d) HOA annual dues for 2014 are \$160.00 and are due by January 1st, 2014.
 - e) 2014 Budget. The 2014 Budget was handed out to the membership at large for discussion. The Board approved the budget on August 19th, 2013 and posted it on the HOA website. Expected income from dues were \$19,200.00 and anticipated expenses are \$19,200.00 (see budget for details). There was a line item explanation of each expense category and questions pertaining to expenses were answered by the Board.

5) Architectural Control Committee (ACC) Report

- a) Monthly ACC observations were consistently made by members of the ACC. Most common observations were leaving garbage/waste receptacles in view on non-collection days and leaving RVs/Trailers parked for more than 3 days.
- b) In the past year, the ACC acted on Design Review requests within 48 – 72 hours.

Old Business

- 1) Corporation Status: The non-profit incorporation of the HOA was properly renewed with the Washington Secretary of State's office for 2013.
- 2) Taxes: Tax forms were properly filed with the IRS in February 2013 for the 2012 tax year.
- 3) Insurance: Our three insurance policies (General Liability, Umbrella, and Directors & Officers) continued without lapse in 2012-2013. All premiums were promptly paid. This year our policies were competitively bid out to several new insurance companies for comparable or better coverage. The Board made a decision earlier this year to switch insurance companies for a savings of over \$500.00.
- 4) Website: The HOA website (<http://www.nisquallymeadows.org>) continues to be improved and updated. All relevant governing documents, minutes and meeting notices can be found and downloaded on the website. The website averages 50-60 page views per day.
- 5) Facebook Group: Our Facebook group page for Nisqually Meadows continues to grow with over 50 members (<https://www.facebook.com/groups/263688730338253/>). It has been very useful in getting news out quickly and helping neighbors post information.
- 6) Email Consent: There are over 141 email addresses in our homeowner database. Out of the 120 lots in the development, about 92 lots have consented to receive information, billing and meeting notices by email. Thank you to all who have consented to receive email messages as this translates into real savings in time and money for the HOA.

New Business

- 1) Community Park Update: After a long period of soliciting input from homeowners, the HOA Board made the decision this past Summer to spend up to \$1,100 in improving our community park. The improvements included removing the old bark pit and replacing it with new soil and hydroseed, planting new trees, obtaining new signs and installing security lighting.
- 2) Community Yard Sale: The HOA held a very successful three day yard sale event this past June. Over 28 homes participated. If any homeowner is interested in helping to organize next year's yard sale, please let the Board know.
- 3) Best Yard Contest: The HOA held a best yard contest this past July/August with votes being collected via email, the website blog and through Facebook. A prize of a \$50 Safeway gift card was awarded to the winner. There were many positive comments and the Board is considering doing it again next year as well as adding a holiday lighting contest in December.

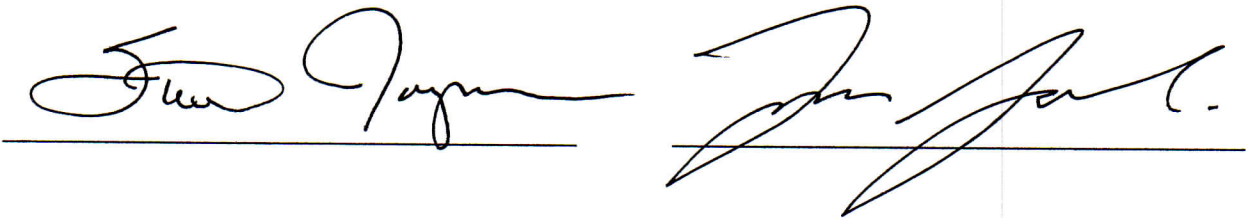
- 4) Lien Recoveries: The Board recovered over \$1,000 in liens placed for non-payment of dues and ACC violations.

Open Forum: Question and Answer Period

- 1) Condition of Mailboxes: It was brought to the attention of the Board that some of the community mailboxes on the street may need to be repaired. The Board will make sure that the mailboxes are inspected and action taken on any needed repairs.
- 2) Stray Animals: A homeowner was concerned about the amount of stray animals, mainly cats, coming on his property and asked the Board what could be done about it through the HOA. The Board will research the specific issue and provide an answer to the homeowner.
- 3) Insect/Ant Problems: A homeowner was concerned about insects and ants that were emanating from an HOA common area and coming on to his property. The Board will look into the cost of treating the common area and addressing it on a regular basis.
- 4) Community Tree Trimming: Individual homeowners are responsible the maintenance and trimming of trees on their properties. However, a homeowner asked if it was possible to establish a specific day each month/quarter where trimmings could be collected by the HOA-contracted landscaper in order to help facilitate the maintenance. The Board agreed to get an estimate for the additional service from Lawn Pros and see if it was feasible and cost effective to add it on to the current cost of our services.

The meeting ended at 11:11 am.

Minutes approved by proper vote of the HOA Board as indicated by the signatures below.



Two handwritten signatures are written over a horizontal line. The signature on the left is written in cursive and appears to read 'John Jayson'. The signature on the right is also in cursive and is more stylized, possibly reading 'John Jayson'.