

Minutes for October 17th, 2015 Nisqually Estates Homeowner's Association [HOA] Annual Meeting

Attendance: **17 homeowners total.** 14 homeowners present and 3 homeowners by proxy.

Homeowners Present (Lot #): Richard Good (81), Rebecca Eller (120), Frank Symanski (71), Rebekah Jordan (112), Kathy Fields (80), Kevin Fleming (29), Steve Jasper (1), Terry Kaminski (63), Ken McCulloch (66), Rob Mendel (70), Michael Oden (15), Denise Smith (67), Larry Miller (13), Yana Lincoln (6). **Total 14.** 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 #): Jeff Lemke (51), Earl Zahn (46), and Deanna Marquez (76). **Total 3.** 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 9:33 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, Rebecca Eller, and Steve Jasper.
- 3) Nomination and Election of the 2015 – 16 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. No homeowners expressed interest other than those currently seated on the Board.
- 4) Financial Report
 - a) Remaining balances in HOA accounts as of October 17th, 2015:
TwinStar Checking: \$15,839.93; TwinStar Savings (Reserve): \$10,027.05.
 - b) 2015 Dues Status: 119 paid out of 120 properties.
 - c) Liens: 11 liens on 2 properties.
 - d) HOA annual dues for 2015 are \$175.00 and are due by January 1st, 2016.
 - e) 2016 Budget. The 2016 Budget was handed out to the membership at large for discussion. The Board approved the budget on September 21st, 2015 and posted it on the

HOA website. Expected income from dues were \$21,000.00 and anticipated expenses are \$21,000.00 (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) 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, over 30 Design Review Requests were submitted to and approved by the ACC. The ACC acted on Design Review requests within 48 – 72 hours.
- c) The HOA completed the final renovation (Phase II 100%) of the main entrance irrigation system at a cost of \$2,883 to repair our aging system and improve water conservation and energy efficiency. There is a two-year warranty (parts & labor) on the irrigation system.

Old Business

- 1) Corporation Status: The non-profit incorporation of the HOA was properly renewed with the Washington Secretary of State's office for 2015.
- 2) Taxes: Tax forms were properly filed with the IRS in February 2015 for the 2014 tax year.
- 3) Insurance: Our three insurance policies (General Liability, Umbrella, and Directors & Officers) continued without lapse in 2014-2015. All premiums were promptly paid.
- 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 70-75 page views per day with some days peaking at 200-250 page views.
- 5) Facebook Group: Our Facebook group page for Nisqually Meadows continues to grow with over 138 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 220 email addresses in our homeowner database. Out of the 120 lots in the development, about 100 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 completing improvements which included removing the old bark pit and replacing it with new soil and hydro-seed, planting new trees, obtaining new signs, installing security lighting and painting the four-square court, the Board is planning to continue making several other changes. Some of the proposed improvements include planting more trees, adding another bench, adding a gazebo structure and a step path.

- 2) Community Yard Sale: The HOA held a very successful three day yard sale event this past June. Over 26 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 and Holiday Lighting Contest: The HOA held a best yard contest this past July/August with votes being collected via email, the website blog and through Facebook. Prizes of a \$75 and \$50 gift card were awarded to the first and second place winners respectively. The HOA also held a Holiday Lighting contest this past December with votes being collected via email, the website blog and through Facebook. Prizes of a \$75 and \$50 gift card were awarded to the first and second place winners. There were many positive comments and the Board is considering doing it again next year.
- 4) Lien Recoveries: The Board recovered over \$4,000 in liens placed for non-payment of dues and ACC violations.
- 5) A drawing was held for the \$50 Year of the Fence gift card. The Flemings won the gift card.

Open Forum: Question and Answer Period

- 1) Urban Chicken Support Letter. A homeowner requested support from the HOA Board in petitioning the City of Yelm to update its animal ordinance to allow a minimal number of chickens to be raised by City residents. After considerable discussion, the Board decided to write a letter of support for this effort to the City Council and Mayor. The City of Yelm ultimately approved the effort, the HOA will update our ACC Rules, Regulations and Guidelines to reflect reasonable limitations and procedures for our homeowners, which may be more restrictive than the City's new ordinance.
- 2) Community Tree Trimming Along Sidewalks: Individual homeowners are responsible the maintenance and trimming of trees on their properties. However, a homeowner asked if it was possible to trim trees along the sidewalk easement by an HOA-contracted landscaper in order to help facilitate the maintenance and safety of people walking in the neighborhood. The Board agreed to get an estimate for the additional service and see if it was cost effective to add it on to the current cost of our services.
- 3) Several of the homeowners at the meeting thanked the HOA Board for their hard work throughout the year.

The meeting ended at 10:51 am.

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




