

Minutes for September 7th, 2011 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rebekah Cade-Jordan, Rob Mendel, Alison Brackett, Erik Dilg

Other Homeowners Present: Staci Dilg

Meeting opened 6:04 pm, 10425 Brighton St SE

Old Business

- 1) A motion was made and seconded to formally approve the August 29th, 2011 Minutes with the minor grammatical corrections noted during the meeting. **Approved 4-0.**
- 2) A motion was made and seconded to update the cost of obtaining special reinstatement of the HOA through the Secretary of State on August 26th, 2011. Since the last Board meeting, we have received one more legal bill related to the reinstatement of the HOA. To date, the HOA has paid \$1,361.00 in legal fees plus \$125 in fees, penalties and assessments to the WA Secretary of State. The total cost to homeowners for the reinstatement is now **\$1,486.00** versus the \$40-50 it would have cost if annual statements were properly filed by Boards in previous years. **Approved 4-0.**
- 3) The new HOA Website – is still a work in progress – the OLD site has been updated to include current information for upcoming Board meetings, HOA email address and Board members – no ETA of new active HOA website. The intent is to take the time to have a better website up and running rather than rush to get something up with little functionality.
- 4) Lawn care contract – Have two new bids from Champion and ALS. Contract with current lawn care provider – Lawn Pros is from 2009-2010. Board decided to obtain a current bid from LawnPros to give them an opportunity to lower their price. Rob will contact LawnPros and obtain a current bid with clarification of areas that may not need fertilizing. Erik will clarify a couple of questions the Board had with the bid from Champion. The Board decided to table voting on a new lawn care contract until the September 21st mid-monthly meeting.
- 5) The water irrigation account numbers will be left as is with the City of Yelm. Expect to turn off City of Yelm water in common areas on or about October 1st, 2011 by contracted provider for lawn care who will then winterize the irrigation lines.
- 6) Insurance – Save prior year policies for re-bidding out next year's insurance - will plan to bid out around mid-year for coverage/cost.
- 7) September-October Newsletter (ideas and plan to print/distribute). Corrections to be submitted by September 9th, 2011 to Alison.
- 8) Annual HOA Meeting
 - a) Scheduled for October 15th, 2011, 10:00 am at Rosemont Retirement Center lunchroom.
 - b) Notification of annual meeting to be mailed to homeowners Monday, September 12th, 2011 and will include notification letter, agenda, ballot, proxy and Sep-Oct newsletter.
 - c) Nominations for the Board include Alison Brackett, Rebekah Cade-Jordan, Rob Mendel, Denise Smith and Erik Dilg. Persons showing interest in ACC Committee - Staci Dilg.

- 9) Final notice for 2011 dues – Rebekah offered to file outstanding liens for dues not paid for 2011 on or about October 3rd, 2011.

New Business

- 1) Treasurers Report
- a) Financial Report (discussion of recent expenses and expected year-end balance) – current balance is **\$12,679.10** – Alison will draft 2012 financial report and proposed budget for annual meeting.
 - b) Dues status – 5 outstanding dues for 2011 – Final notice mailed on September 1st, 2011. Liens to be placed on or shortly after October 1st, 2011 if payments are not received by October 1st, 2011 (thirty days of mailing).
 - c) Lien Status – 7 individual lots with liens – 5 lots with 1 lien each, 1 home with 2 liens and 1 home with 3 liens for a total of 10 active liens.
- 2) ACC
- a) New Plans - 2 submitted, 2 approved.
 - b) Violations - 2 violation letters to be sent.
 - c) Observations - 20 observations made by ACC Committee members on September 6th, 2011 - with a few courtesy letters to be sent.
- 3) Items tabled for next meeting
- a) Communication/Responses (expectations – approach).
 - b) Neighborhood Watch –tabled for next HOA meeting. The Board is still looking for interested parties.
 - c) Financial management program for HOA – going forward Rebekah to research and provide information at mid-September meeting.
 - d) Reimbursement to Rebekah and Rob for various expenses such as postage, copies, document processing to be approved in next meeting minutes after receipts submitted.
 - e) Finalization of welcome document that provides website and basic HOA information to both new homeowners and renters.
 - f) Job descriptions for Board members.

Meeting closed at 8:26 pm

Date of Next Interim Meeting: Wednesday, September 21st, 2011 @ 6:00 pm at 10425 Brighton St SE.

Date of October HOA Board Meeting: Monday, October 10th, 2011, 5-6:00 pm in the conference room at the offices of Bean, Gentry, Wheeler & Peternell, PLLC, 910 Lakeridge Way SW, Olympia, WA 98502.

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




