

Minutes for January 14th, 2013 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rob Mendel, Frank Symanski, Amy Tribble and Staci Dilg.

HOA Board Members Not Present: none.

Other Homeowners Present: none.

1. Meeting opened precisely at 6:00 pm at 15331 105th Avenue SE.
2. A motion was made and seconded to formally approve the October 13th, 2012 Annual Meeting Minutes and the November 12th, 2012 Board Meeting Minutes. **Approved 4-0.**

3. Financial Report

- a) Financial Status – Checking \$15,279.60; Savings \$6,506.54
- b) 2013 Dues Status - To date, 94 out of 120 homeowners have paid dues for 2013. This is a record number of dues paid compared to the same time in previous years. One extension was granted until February 15th, 2013 for a homeowner with a medical issue.
- c) Lien Status: Total number of liens – 16, Number of Properties with Liens – 9.
- d) Calendar Year 2012 HOA tax filing was made to the IRS. It was sent this month (January 2013) by USPS Certified Mail with return-receipt requested. No taxes were owed.

4. Architectural Control Committee (ACC) Report

- a) New Plans – one amended plan submitted and approved (generator pad).
- b) Observations and Violations – 1 violation and 1 fine. Fines were issued on a homeowner for not moving his trailer in required time limit. Three observations were noted. One regarding a broken fence, one regarding a broken and leaning downspout, and one regarding a homeowner who is using a drainage field for a dog play area. An email or letter will be sent to the homeowners.
- c) The ACC Chairperson is planning to step down from the HOA Board because of the time commitment involved. She is willing to stay on until the next Board meeting or until a replacement is found in order to give other Board members some time to recruit for the two open positions on the Board.

5. Old Business

- a) Community Park ideas will continue to be solicited until February 15th, 2013. This will give Board members time to formalize ideas while waiting for better weather to complete plans. Community Park Plans – SGT Justin Norton memorial group leaders have been contacted to ask for ideas and a matching donation; They plan on visiting park site in the near future. HOA vice president will contact City of Yelm Parks and Recreation for low-cost yet durable park ideas. HOA landscaping company may have low-cost ideas as well. One HOA homeowner brought idea of having a raised garden area in the small park, but there were concerns due to numerous issues that may arise such as theft and vandalism.
- b) Annual billing was completed via email and regular mail ahead of schedule. There were also several reminders posted on the Facebook page and website blog. HOA saved money by emailing statements to the majority homeowners who consented to being contacted by email instead of postal service. As of January 14th, 2013, all HOA members have been contacted either by direct mail or by email; annual dues collected 94 out of 120. HOA members who have not yet paid dues will be sent a final billing before January 31st, 2013 in one final attempt for payment before a lien is filed on their property. Balances due after January 15th, 2013th accrue interest.
- c) Access to HOALeader.com renewed for 2013. HOA board members and any interested homeowner will have access to information about Homeowner Associations. Board members will be able to research minor legal questions prior to submitting them to the HOA attorney. Annual cost \$99, same as last year, and the Board expects that having access to this resource will continue to save Nisqually Estates HOA time and money.

6. New Business

- a) HOA is in need of two board members to fill a vacant position and a position soon to be vacated. Openings will be posted on the Facebook page and the HOA website to reach as many interested and qualified homeowners as possible. A recruitment email will also be sent to HOA members to inform them of HOA board position openings. On another note, any resident, even if they are not a homeowner, may attend Board meetings as an observer. The Board welcomes and homeowner or resident to come to Board meetings.
- b) A damaged fence off one of the drainage field areas needs to be checked to verify if a homeowner is responsible for fixing fence or the HOA is responsible.

7. Comments and Questions

A question was asked if the general HOA membership realizes that board members volunteer and serve without compensation. A suggestion was made to look into the cost of hiring a professional management company and raising dues with a special assessment if volunteers cannot be found to fill the Board. HOA president will research cost of a

professional management company running the HOA and posting the information on Facebook and the HOA website. As a last resort, if homeowners are not interested in serving on the Board to fill positions, we may have to employ a professional management company to carry out the day to day management duties.

8. Next Board meeting to be held on Monday, March 4th, 2013, 6:00-7:00 pm at 15331 105th Avenue SE. The Board will be in recess during the month of February unless there is an emergent reason to hold a meeting.

9. Meeting closed precisely at 7:00 pm.

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




