

Limerick Park (in Lacamas Valley Estates) Minutes for Board of Directors Meeting

A meeting of the Board of Directors (BOD) for the Limerick Park HOA was held at the home of the president, October 23, 2016.

Introduction

In attendance were President Shawneen Falck, Secretary Rob Billington and Member at Large Ted Folly. Not present were Vice President Angelina Palmer and Treasurer Brandi Sydney. There being sufficient board members present for a quorum the President called the meeting to order at 6:03 PM.

The minutes were reviewed for the 12 September 2016, Board meeting following which a **motion** was made to approve and accept them, the motion was approved (3/0/2).

Financial Report: The Treasurer's report was not submitted to the BOD prior to the meeting.

Treasurer's Replacement: The board interviewed Mrs. Rebecca (Becca) Bock, an HOA member who volunteered to back fill the current Treasurer, who has submitted her resignation, effective 1 November 2016.

Following the interview a **motion** was made, seconded and approved (3/0/2) to declare the Treasurer position vacant by resignation on the date stated in Brandi Sydney's resignation with the appointment of Becca as her successor, concurrent upon that date, unless modified to terminate her position sooner in which case the appointment of Becca will be effective upon that date.

Shawneen will to facilitate the hand off between Brandi and Becca as well as initiate the required signature authority with the HOA's bank.

HOA Insurance: The Board discussed the current coverage for the HOA & HOA Board members. A quote from Farmer's Insurance being significantly less than the fees charged by the company currently covering the HOA (a legacy policy from the Developer) as well as the fact that company has failed to return the President's calls for information on our coverage led to a **motion**, which was seconded, to accept the bid from Farmer's Insurance for HOA coverage. The motion was approved (3/0/2). Following the approval Shawneen initiated an e-mail to the agent who submitted the bid, for a binder, to be effective upon receipt.

HOA Letter Documentation and Forms: While attending the City of Lacey's new HOA Board member's seminar in September, the President and Secretary became aware of the availability of a software package that is used by professional HOA management companies that may be exportable to us for a fee. The advantage being the letter formats and forms have passed review for content which keeps an HOA Board from crossing the boundaries of good business practices or using verbiage in correspondence that can come back on the HOA in the form of a legal dispute/suit resulting from the use of incorrect verbiage, as well as being in non-compliance with collections laws. The advantage of such a package was discussed, following which a **motion** was made and seconded to authorize the expenditure of up to \$350.00 for its procurement. The motion carried (3/0/2). Shawneen will pursue the acquisition of the software.

HOA Common Area Maintenance: Following the sale of Lot 60, Rob met with the new homeowner to clarify for him the lot line on the South side of his lot. The HOA has a common area (identified on one plat map as Tract D) that abuts that lot line, approximately 74 feet in width, from the center of 32nd to the North South lot line of Lot 59, a distance of 186.81 feet (It being designated for open space, road and utility easement next to the wetlands buffer area). It was determined the area had been being used by the previous homeowner to dump his yard refuse/cuttings, and had not been maintained by the HOA under the Developer's oversight.

Two bids for the clean up of the yard residue dumped in the Common Area and the cutting of the overgrown vegetation. A bid by a previously used vender being considerably lower of the two, a **motion** was made and seconded to authorize \$600 for payment to Mango to clean up the HOA common area (Tract D), the motion carried (3/0/2).

Per Ted a bid has been obtained from Ground Solutions for a standard lot line to lot line, drainage ditch to front of house landscape mowing fee for derelict homes and homes in non compliance. That fee being \$65.00, the board recognizing there may be a need to someday implement that service agreed it was a reasonable charge for the service.

New Business: Errant Billings, the HOA received billings for water and electrical services that are being sent to the Developer's office in Phoenix, AZ. This has caused shut off of water services as well as late fee's for overdue electrical bills. Rob will contact the companies to resolve the billing address issue for the entry water meter billing and electrical bill as well as the co-ordination of payment by the treasurer upon Becca's assumption of the Treasurer's duties.

Lot 21, the owner has submitted a request for approval to the HOA Board to construct a greenhouse, with plans/illustrations of same.

Old Business: Rob reported the sale of all 10 remotes for the gate. The Board agreed to defer whether to acquire more until the next Board meeting.