

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, September 12, 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. The President called the meeting to order at 6:00 PM.

Overview

Shawneen informed those present that the Vice President and Treasurer had notified her of their inability to attend. A short discussion was held to determine if we had enough members present to constitute a quorum for any actions if voted upon by the BOD. The Secretary informed the other members we did, IAW the Limerick Park Community Association (HOA) By Laws (a majority of the board been deemed a quorum, 5 on board/3 present).

A. Call to Order: Meeting called to order by the President at 6:00 PM. The minutes from the August 1, 2016, HOA BOD meeting were then called for and approved.

B. Financial Report: The Treasure's notes were then introduced in lieu of a report, having been sent to the BOD members electronically (Encl A).

1. Current Balance \$ 28,191.29

Discussion on the other items on the report was held.

The discussion narrowed down to the item regarding 31 outstanding payments due for HOA dues. The BOD members present recognized the fidelity of the data was not in all cases correct, for multiple reasons.

Lot 13, reflecting non-payment when check was received within the suspense and not deposited until recently.

Lot 5, still reflecting the name of the first owner, current owner has twice informed BOD members that the previous owners had sold, not only our data base but the Pierce County Assessor's on line data base, did not reflect current purchaser. After much time was spent by all present working the online menus were we then able to ascertain the current home owners.

Lot 4, not reflecting any address on the plat map or address input to string search, 2618/2616 for instance with tax assessor, even though the occupants have lived there for close to over two years.

Other homeowner data on Excel sheet also did not reflect known payments, lot 6 being but one example.

B: Financial Report: (Cont.)

It was agreed that the fidelity of the data on our Treasurers reports needs to be accurate at time of each printing (not reflecting lag in actions) and that a two person scrub of the data may better improve the current fidelity, rectifying systemic errors or data latency.

The President agreed to take the lead and dialog with the Secretary to develop a methodology to be used.

C: Legal Counsel: The board discussed the need to engage legal council. A motion was made to approve the expenditure of funds (no ceiling) for the President to engage legal council as required for HOA issues. The motion was approved.

D: Committees:

1. Maintenance and Repair Committee (M&R): The board determined that an M&R committee is needed to oversee actions needed to insure compliance with the CC&Rs (Article 4, 4.7 & Article 5 & Article 7, 7.2). This being for HOA common area maintenance as well as oversight of HOA member landscaping requirements and compliance.
 - a. Requirements for HOA members to be on the committee are:
 1. HOA dues current.
 2. Lot in compliance with CC&Rs.
 3. No outstanding fines (unpaid).
 4. Be interviewed by HOA BOD member/s.
2. Design Review Committee (DRC): The board determined that a DRC is needed IAW the many caveats of Article 4 of the CC&Rs.
 - a. Requirements for HOA members to be on the committer are:
 1. HOA dues current.
 2. Lot in compliance with CC&Rs.
 3. No outstanding fines (unpaid).
 4. Be interviewed by board member/s.
 - b. HOA Members with Construction Contracting, Excavating, Building, Mortgage Industry, legal background or familiarity with the many county, state and federal statutes or law enforcement investigation background are highly desired for the committee, those disciplines/trades however are not a must-have requirement, all are encouraged to apply.
 - c. The DRC per the CC&Rs shall have three members.
 - d. Not withstanding any caveats of the CC&Rs, spouses of lot owners may be on any committee as they are co-owners even if not listed on title.
 - e. Administrative supplies will need to be procured to assist the committee in performing their function as well as printed copies of the CC&Rs and By Laws for the committee members.
3. A motion was made to adopt the requirements as stated above for committees to be established. The motion was approved unanimously.

E. New Business:

1. Dumping of Yard Waste & Hazardous Material on HOA Managed Common Property.
 - a. The Secretary introduced for discussion the need to implement an HOA fine policy for dumping on HOA managed common areas. Following discussion on a prepared draft policy a motion was made to implement it. Motion carried unanimously.
 - b. The Secretary is to publish it on the LP HOA Face Book page until such time as an HOA Website is developed to insure members have visibility
2. Fine policy for violation of the CC&Rs. Discussion took place on the standard fine to be set, not to include the amounts in the policy for dumping. The amount for standard fines was determined to be best set at \$25.00. A motion was made to adopt \$25.00 as the standard for CC&R violations. The motion carried unanimously.
3. Discussion took place for the need for a carbonless CC&R Violation Notice. A motion was made for the Secretary to develop one and if President approved it to fund the printing, motion carried unanimously.
4. Discussion took place for the need to implement a Covenants Committee; It being recognized that actions by HOA members appealing Violations Notices will have to move to the board to hear the appeal until such time as a Covenants Committee is appointed. The BOD tabled the issue for the time being, agreeing the priority at present is to appoint members for the DRC and Maintenance and Repair Committee.