HOA Board

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| Minutes | March 13, 2017 | 6:30 PM | Lot 70 |

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| Meeting called by | Shawneeen at 6:36 | | |
| Type of meeting | Board Meeting | | |
| Facilitator | Shawneen | | |
| Note taker | Marla Earle | | |
| Attendees | Name | Lot | Role |
|  | Shawneen Falck | 25 | President |
|  | Ted Foley | 52 | Vice President |
|  | Becca Brock | 70 | Treasurer |
|  | Marla Earle | 95 | Secretary |

## Agenda topics

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| 10 Mins | Old Business | Shanween |

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| Discussion | Merge with LVE HOA update (Becca) | | |
| Street light bulb replacement (Ted) | | | |
| Moving Bus Shelter Update (Ted) – Additional discussion is to work out the approvals and a plan for moving the shelter once the school ends but before the next school year | | | |
| Asphalt bid (Ted) – Ted Presented two bids for hole repair and corner widening. Approval was granted by VOTE for Lookout. | | | |
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| Conclusions | Ted was awaiting contact by Misty from the LVE HOA … Follow-up outstanding and Shawneen will reach out to the LVE HOA | | |
| Action items | | Person responsible | Deadline |
| Shanwneen to reach out to Misty to nudge her to work with Ted in hopes these items move forward | | Shawneen | March 18th |
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| 5 mins | Shelter/Tent | Becca |

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| Discussion | Discussion on if a shelter/tent will be needed or do we reach out to the community to see who can help? | | |
| Debate on either a three (3) pop up shelters OR one larger shelter to be ordered by the HOA. | | | |
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| CONcliusion | Approval was granted to order one LARGE shelter to be stored at Ted’s residence and is for use by the HOA board | | |
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| Action items | | Person responsible | Deadline |
| Order the Large Shelter | | Becca | 3/15/2017 |
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| 20 mins | Compliance Process | Ted |

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| Discussion | Ensure all board members have reviewed content from the Management company. Discuss how the process will work and what the expectations are for the board and the community. | | |
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| Conclusions | Home Owner will be notified by Management Company around the first of each month if they are in non-compliance with CC&R/Bylaws.  Home owner will have 15 days appeal the findings by contacting the management company  Violators will be subject to re-valuation every 15 days from first notice | | |
| Action items | | Person responsible | Deadline |
| Create a FAQ – conned responses to the community | | TBD | March 17th |
| Shawneen to let Cassie know the findings for the board to move on | | Shawneen | March 14th |

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| 10 mins | Design REview Board Process | Marla |

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| Discussion | Where is the lines between committee and board? | | |
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| Conclusions | Postponed | | |
| Action items | | Person responsible | Deadline |
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| 20 mins | Member at Large vacancy | Shawneen |

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| Discussion | We have an opening for the member at large position where four candidates have applied | | | |
| name | Bio | | Approval | |
| Jennifer | Did not receive | | Voted to move to stage two—an interview with all board members | |
| Julie L | I would like to be considered for the position of member at large.  My name is Julie Laney and I currently serve in the United States Army as a Senior Human Resources Sergeant.  I supervise a total of 6 subordinates and manage a Human Resources section that supports a population of 300 Soldiers. My husband is also in the military. We have four children and lots of cats!   I think that I would be an asset to the board because I truly care about the neighborhood and want to see it transform into the grand vision We all see it becoming.  My husband and I work hard to ensure that our property is constantly in line with the CC&Rs and I volunteered to be on the landscape committee in my free time. I bring excellent organizational skills as well as a persistent personality that likes to make things happen. I have a passion for and enjoy tackling and solving the most difficult of problems. | | Voted to deny at this time | |
| Cory | Hello my name is Cory Vietzke I have lived in Lacamas Valley for just over a year now. I just wanted to contact the board to express my interest in the vacant position for member at large. I know I haven\'t lived in the community long but my wife and I built our home with intentions on staying to raise our family and not have to move our kids around while they grow up. I would like to be considered for the position mainly because I plan on living in the community until I retire from my job as a firefighter for the city of Tacoma. So I truly care about our community short term and more importantly long term. Thank you for your consideration Cory Vietzke | | Voted to deny at this time | |
| Stephanie | We recently moved here and I would love to be more involved in the community and the HOA.  Although we haven't lived here long, I am passionate about neighbors coming together and taking ownership of the surroundings to make it a more positive environment for all of us to enjoy.  I work in the Marketing Department at Heritage Bank. My qualifications are very broad, from social media and website management to event planning, volunteer recruitment and community involvement. I have advanced skills in Microsoft Office programs as well as invoice processing and budget allocation experience.  If you can tell me more about the expectations and duties required, I will speak more about my experience and skills as they relate to the desired qualifications. | | Voted to move to stage two—an interview with all board members | |
| Conclusions | Concluded that two people will be have face to face interviews with the board to ensure the best person for the community is placed on the board | | | |
| Action items | | Person responsible | | Deadline |
| Shawneen to contact each person individually and provide the finds and next steps to include either thank you for the interest, we hope to have other opportunities for you to get involved OR we’d like to set up an interview to further review your qualifications. | | Shawneen | | March 17th |

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| 15 mins | Open Floor topics | Shawneen |

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| Discussion | PayPal fees and how to handle them. | | |
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| Conclusions | Remind the homeowners we have options to pay: 1) mail in a check 2) pay by Bill-pay through their bank 3) Pay through PayPal with an added convenience charge | | |
| Action items | | Person responsible | Deadline |
| Becca to draft notice to home owners to be placed on the website | | Becca | March 16th |

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| Items voted on | Asphalt Bid for Look-out | Vote: 4/0 |
|  | Shelter to be purchased | Vote: 4/0 |
|  | Member at large – Vote to move two forward into interviews and two not at this time. | Vote: See notes |
| Meeting Closed | Time 8:39 PM | |