

Board Meeting Minutes

Day/Date/Time:	Saturday/April 14, 2018/10:00 AM
Location:	Ted Foley's House
Attendees:	Jennifer Lorenzen, Ted Foley, Stephanie Neurer, Cassie Tompkins (CM Pro Services)
Excused:	
Members Present (#):	0
Called to Order:	10:04 AM
Called to Close:	12:20 PM
Duration:	2 hours/16 minutes
Minutes Prepared By:	Stephanie Neurer, Secretary
Minutes Approved:	Saturday/May 12, 2018/12:00 PM

Agenda

BOARD VOTED IN FAVOR (3 to 0) for the following action: Meeting minutes for March are approved.

Recurring Business:

1. Design Review(s)
2. Review Compliance Issues
3. Management Report
4. Gate Updates
5. Common Area Maintenance
6. School Bus Stop(s)
7. Electrical Box Key
8. Member Suggestions
9. Improve Communication with Membership
10. Street Sealing
11. Flooding
12. 4 Way Stop

New Business:

1. Community Outreach
2. Bridge Repair
3. Facebook Page

1. Design Review(s)

Exterior changes/modifications must go through the Design Review process

- DRC Guidelines (as stated in CCRs) currently do not exist.
 - Steph sent draft to Jennifer, Ted and Cassie – no responses yet
 - Design Review Document to be first priority with new board members

2. Review Compliance Issues

Issues with compliance notices, concerns from homeowners and special circumstances to discuss

3. Management Report

Cassie provides Management Report prior to each monthly meeting for discussion/approval

- **BOARD VOTED IN FAVOR (3 to 0) for the following action:** March Management Report approved

4. Gate Updates

Gate is working correctly

- **BOARD VOTED IN FAVOR (3 to 0) for the following action:** Gate Guidelines to be “adopted” as official HOA document
- Guardian to improve back gate with fencing/pedestrian gate and remove large rocks used to eliminate cars from driving around the side gate(s) – later in the year
- Ted working on pedestrian gates on front gate

5. Common Area Maintenance

Landscaping went out to bid last month

- **BOARD VOTED IN FAVOR (3 to 0) for the following action:** Mago Landscaping – will start ASAP and begin with 1 year contract
- Purchase new sprinkler heads and install in the Spring
 - Will focus on exterior perimeter to reach trees first – do the rest later if needed

6. School Bus Stop(s)

Discussion on improving or moving the bus stop for safety purposes. Still getting many reports of unsafe activities

- Working with Transportation Department on bringing front bus stop into the community
 - Route – June conversation
 - Parent parking - define
- Bring front bus shelter inside gate to new bus stop
- Bus committee - Jennifer
- Jennifer will contact person who built front bus shed to get a quote for the exact same one for the back gate
 - Back bus shed will go in front of the existing light in the easement on the corner
 - LVB will have to get documentation for easement with current homeowner which will stay in place should they sell the property

7. Electrical Box Key

Cassie looking into getting a key made or changing the lock

8. Member Suggestions

Member contacted the board to provide suggestions for improvement.

- Announce Board long-term goals and track progress toward achieving them – add to website

9. Improve Communication with Membership

Suggested ways the Board can improve communication with homeowners.

- Biannual community meeting (in addition to Annual Membership Meeting)
- Monthly board meetings are open to the membership
- More updates on current projects – email blasts
- Online/paper surveys (not official voting) to get overall opinions on most common unknowns or complaints in CCRs?
 - Height of landscaping in front yards
 - Carports
 - Building materials
 - Color schemes
 - Signage
 - Yard decor

10. Street Sealing

Received bids on street sealing – cannot afford to take on this project at this time

11. Flooding

BOARD VOTED IN FAVOR (3-0) for the following action: Get DrainPro into the community ASAP the next time we get a heavy rain so they can research the flooding on 33rd

- Jennifer will let Cassie know next time the street is flooded

12.4 Way Stop

Discuss a 4 way stop at the intersection of 33rd Avenue and 290th Avenue

- **BOARD VOTED IN FAVOR (3 to 0) for the following action:** Ted will install the 2 additional stop signs

1. Community Outreach

BOARD VOTED IN FAVOR (3-0) for the following action: Jennifer will get a “Holiday Decorating Contest Winner” sign – no more cash prizes

2. Bridge Repair

BOARD VOTED IN FAVOR (3-0) for the following action: Get 3 bids on bridge repair

3. Facebook Page

BOARD VOTED IN FAVOR (3-0) for the following action: Transfer administrative responsibilities for the community Facebook page to the Lacamas Hood community group.