

February 11, 2019 Nisqually Estates Homeowners Association (HOA) Board Meeting Minutes

Board Members Present: Rebekah Jordan, Melissa Worthington, Kailee Warren, Amanda Beaver, Corrine Wolford

Board Members Not Present:

Other Homeowners Present: April Newman, Jamie Dover

Guests:

1. **Meeting opened: Time/ 6:30pm at 10415 Red Fern Ct SE**
2. A motion was made and seconded to formally approve **December 2018** Board meeting minutes and the Dec 2018 meeting minutes . **Approved (voting results)**
3. **Financial Report by Kailee Warren**
 - a. Financial Status (Account Balances and Anticipated Expenses)
 - i. Savings (Reserve) **\$14,192.73** Checking **\$41,159.65** as of January 31st, 2019. Bring last banking statement.
 - ii. Major anticipated expenses:
 1. Lawn Pros \$842.43/mo: on auto pay
 2. Yelm Water: no water
 3. Other expenses:
 4. Deposits besides dues:
 - b. 2019 Dues Status (# of lots paid out of 120): 111 out of **120** as of 2-11-19
 - c. Late notices have gone out with finance charges on: last week. One returned, one fraud.
 - d. Lien status (Total # of Liens, # of Properties with Liens): 1 Liens on 1 lots
 - e. Lawyer: \$25 payment was made - we shorted her last invoice.
 - f. Reimbursement for dues mailing: \$78.00
 - g. Reimbursement for Melissa in December for Holiday light contest Prizes.
 - h. Vote to move \$10,000 into savings. Motion **Approved**.
4. **Architectural Control Committee - ACC Report by Corrine Wolf**
Members: Staci Dilg, Jamie Dover, Melissa Worthington

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- a. Plans submitted:
- b. Observations and Violations:
 - 10 courtesy letters sent for trash bins in view.
- c. House Painting Notices: 0 (next drive around will focus on (March))
- d. Chicken Notices: 0 (next drive around will focus on (March))
- e. Fences: second house from entrance back fence, hoa fences around ponds. (next drive around will focus on (March))
- f. Fines: one fine with one house in fine status
- g. New Committee Member Interest: 0
- h. Will allow homeowners to keep bins on street until collection day due to snow and ice. Bags must be held until day of collection.

1. **Old Business**

- a. Lawnpro's blowing leaves into yards: spoke to them and they will be more mindful.
- b. Holiday lighting contest was accomplished and prizes were delivered.

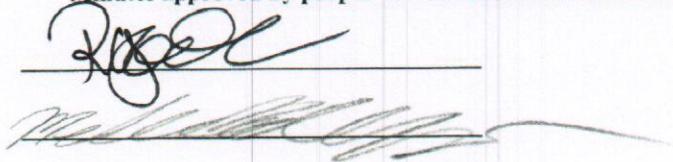
2. **New Business**

- a. Melissa created the homeowner database for each address. All records have been scanned
- b. in: we need to vote to sell the HOA owned file cabinet. Motion to sell: **Approved** to sell.
- c. Facebook post approval:
- d. Motion to keep post approvals on: **Approved**
- e. Park- will be getting together to get going.
 - i. Little mounts, swings, table and chairs or bench, paint the 4 square.
 - ii. Place has to be bonded, insured, will work on finding bids.
 - iii. Park committee meets Wednesday 2/27/2019 @ 5:30pm

3. **Open Forum for Comments and Questions:**

- 4. Next HOA Meeting will be held: April 8, 2019 @ 6:30pm
- 5. Meeting Closed at 7:20pm

Minutes approved by proper vote of HOA Board as indicated by Signatures below



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May 7, 2019 Nisqually Estates Homeowner's Association (HOA) Board Meeting Minutes

Board Members Present: Rebekah Jordan, Melissa Worthington, Amanda Beaver, Corrine Wolford

Board Members Not Present:

Other Homeowners Present: Kathy Fields, Jamie Dover

Guests:

1. **Meeting opened: 6:30pm at 10415 Red Fern Ct SE**
2. A motion was made and seconded to formally approve *** Board meeting minutes and the February 2019 meeting minutes . **Approved (voting results)**
3. **Financial Report by Rebekah Jordan**
 - a. Financial Status (Account Balances and Anticipated Expenses)
 - i. Savings (Reserve) \$** Checking \$*** as of . Bank statements not available.
 - ii. Major anticipated expenses:
 1. Lawn Pros \$842.43/mo: on auto pay
 2. Yelm Water: Turns on in June.
 3. Other expenses: State Farm insurance \$2,309/ annual.
 4. Deposits besides dues:
 - b. 2019 Dues Status (# of lots paid out of 120): **Info not available.**
 - c. Late notices have gone out with finance charges on:
 - d. Lien status (Total # of Liens, # of Properties with Liens): 1 Liens on 1 lots
 - e. Secretary of State Filing for 2018 - \$10
 - f. Lawyer:
4. **Architectural Control Committee - ACC Report by Corrine Wolford**
Members: Staci Dilg, Jamie Dover, Rob M
 - a. Plans submitted:
 - b. Observations and Violations: 5 courtesy notices for Trash/deb . . .
March. No notices for grass yet, will check next month.
 - c. House Painting Notices: 13 homes noted.

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- d. Chicken Notices:
- e. Fines: No fines in progress.
- f. New Committee Member Interest:

1. **Old Business**

- a. *Homeless camp at main entrance. Will be calling non emergency number to revisit site, possible neighborhood cleanup.

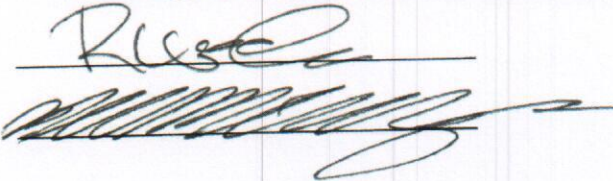
2. **New Business**

- a. Garage sale set for weekend of May 31st, 1st & 2nd. If the weather is not good, will do the following weekend. Permits required by the city. Will have signs, newspaper posts, and social media posts.
- b. Lawn care weeds vs. grass ratio, TBD by ACC.
- c. Waiting on estimate for excavation for park.

3. **Open Forum for Comments and Questions:**

- 4. Next HOA Meeting will be held July 15th, at 6:30pm.
- 5. Meeting Closed at 7:14pm

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July 15, 2019 Nisqually Estates Homeowner's Association (HOA) Board Meeting Minutes

Board Members Present: Rebekah Jordan, Melissa Worthington, Amanda Beaver, Corrine Wolford

Board Members Not Present:

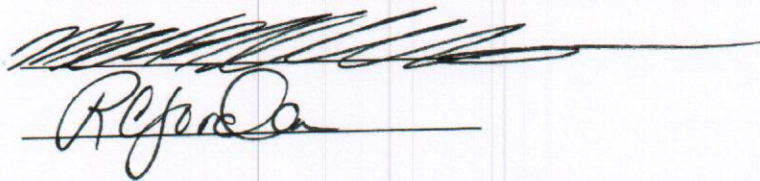
Other Homeowners Present: Rob Mendel, Steele Clayton, Zack Vakadewatabua 15221.

Guests:

1. **Meeting opened: 6:32pm Time/ at 10415 Red Fern Ct SE**
2. A motion was made and seconded to formally approve Board meeting minutes for **May 2019** meeting minutes . **Approved 4:0**
3. **Financial Report by**
 - a. Financial Status (Account Balances and Anticipated Expenses)
 - i. Savings (Reserve) **\$24,195.50** Checking **\$26,996.79** as of 6-28-19 . Bring last banking statement
 - ii. Major anticipated expenses:
 1. Lawn Pros \$842.43/mo: on auto pay
 2. Yelm Water: \$76.86
 3. Other expenses: LawnPros \$72.52 turning on water
 4. Deposits besides dues: all dues collected
 - b. 2019 Dues Status (# of lots paid out of 120): **120** out of **120**
 - c. Late notices have gone out with finance charges on: 0
 - d. Lien status (Total # of Liens, # of Properties with Liens): 1 large Liens on 1 lots
 - e. Secretary of State Filing for 2018 - \$10
 - f. Lawyer: 0
 - g. Transfer Fee from home sales: 10412 Brighton (waiting on)
 - h. Possible change to another bank for savings on interest rate. Would like to see mobile deposit.
4. **Architectural Control Committee - ACC Report by Corrine Wolford**
Members: Staci Dilg, Jamie Dover, Rob Mendel
 - a. Plans submitted: Two painting requests, a few trailer requests.

- b. Observations and Violations: 8 letters sent in May debris/bins/other violations, 18 letters sent in June for grass. Courtesy notice sent for car on block on Brighton.
 - c. House Painting Notices:
 - d. Chicken Notices:
 - e. Fines: No fines in progress.
 - f. New Committee Member Interest:
 - g. July 27th or 28th, for next drive around.
1. **Old Business**
- a. *Amanda spoke with Yelm PD in May and was told that they can only move the homeless camp along if they are present. Have not seen anyone there since then.
 - b. *Lawn care: weeds vs. lawn ratio? (ACC)
 - c. Yard Sale:
2. **New Business**
- a. *Will send out information sheet on restoration of park area for homeowners to read over at least 30 days prior to the annual meeting. Homeowners will have three options to vote on at annual meeting.
 - b. *Spray for hornets on mailboxes. Post office said they did not see any nests now.
 - c. Website is being restored.
3. **Open Forum for Comments and Questions:**
- 4. Next HOA Meeting will be held: Budget meeting August 26th, 2019 @6:00pm
 - 5. Annual meeting Oct, 19th
 - 6. Meeting Closed at 7:30pm

Minutes approved by proper vote of HOA Board as indicated by Signatures below



The image shows two handwritten signatures. The top signature is a dense, scribbled line of ink. The bottom signature is more legible, appearing to read 'R. Jordan' in cursive script, with a horizontal line underneath it.

August 26, 2019 Nisqually Estates Homeowner's Association (HOA) Board Meeting Minutes

Board Members Present: Rebekah Jordan, Melissa Worthington, Amanda Beaver, Corrine Wolford

Board Members Not Present:

Other Homeowners Present: Rob Mendel, April Newman, Kathy Fields, Tara Jackshaw

Guests:

1. **Meeting opened: Time/ 6:00pm at 10415 Red Fern Ct SE**
2. A motion was made and seconded to formally approve Board meeting minutes and the July 15, 2019 meeting minutes . **Approved (voting results) All in favor**
3. **Financial Report**
 - a. Financial Status (Account Balances and Anticipated Expenses)
 - i. Savings (Reserve) **\$24,195.50** Checking **\$26,996.79** as of . Bring last banking statement
 - ii. Major anticipated expenses:
 1. Lawn Pros \$842.43/mo: on auto pay
 2. Yelm Water: \$758.88
 3. Other expenses: Stamps, binder, envelopes, return address stamp, dividers, \$204.68
 4. Deposits besides dues:
 5. Pay Corrine \$49.47 for printer ink. All in favor (approved)
 - b. 2019 Dues Status (# of lots paid out of 120): **120** out of **120** collected.
 - c. Late notices have gone out with finance charges on: zero
 - d. Lien status (Total # of Liens, # of Properties with Liens): 1 Liens on 1 lot; second lot of 10433 Brighton lien was filed with attorney. 3 homes in fine status. (Lien being filed with lawyer this week on property of abandonment)
 - e. Secretary of State Filing for 2018 - \$10
 - f. Lawyer: Questions for Annual meeting
 - g. Budget: as for now the budget is the same as last year. If something happens to the park then the budget will change by 50\$ total for insurance. But will not change dues.

- h. Will be getting more quotes for drains in retention ponds. As well as removing dead trees. Recent quotes are: \$2500 for drains, \$2300 tree removal, cutting of common areas, \$500-\$850 for common area fences.
- i. Motion to approve 2019-2020 Budget: **Approved** (all in favor)
- j. 10541 Farwest fine violation to homeowner for debris.

4. **Architectural Control Committee - ACC Report by Corrine Wolford**

Members: Staci Dilg, Jamie Dover, Melissa Worthington

- a. Plans submitted:(3)paint (2)roof, (1) Fence
- b. Observations and Violations: July 3 courtesy yard maintenance violations, 2 fine violations for yard maintenance. August 2 trailer notices, 1 yard maint. notice, 1 fence notice.
- c. House Painting Notices:
- d. Chicken Notices:
- e. Fines: 3 houses in fine: 10433 Brighton; 15030
- f. New Committee Member Interest:
- g. Letters are a little limited on what they are for, maybe make a note on what it is for.
- h. Tara question- If I am leaving for Labor Day weekend, is it ok to put out garbage cans beforehand, on Saturday?
-Yes

1. **Old Business**

- a. Park options going out, will include insurance quotes. Add onto park 4 (no change).
- b. Will be discussing renter approval at the annual meeting. Put into agenda prior to Annual meeting.
- c. Second opinion vote possible between the top two options, depending on what the lawyer says.

2. **New Business**

- a. Vote for Tara Jaksha on to the Board for the position of Treasurer. Motion to add Tara Jaksha as interim treasurer **Approved** by board.
- b. April Newman will be added onto ballot as a floater board member.

3. **Open Forum for Comments and Questions:**

- 4. Next HOA Meeting will be held Oct. 12 @olyfed 9:00 am. (Same as last year) Trying to get Mayor Foster as guest speaker.

5. Meeting Closed at 7:08pm

Minutes approved by proper vote of HOA Board as indicated by Signatures below

Annual Board Meeting Minutes: Nisqually Estates HOA

Saturday, October 12th, 2019 - 9:30 – 11:00 AM

Olympia Federal Savings Bank

907 W Yelm Ave, Yelm, WA 98597 (In front of Yelm Medical Clinic)

1. Homeowner Sign-in and Proxy Verification.
2. Quorum- Not Reached. Regular session in motion starting at 9:30 AM.
3. Introduction of Current Officers:
 - a. President: Rebekah Jordan
 - b. Vice President: Melissa Worthington
 - c. Treasurer: Tara Jaksha
 - d. Secretary: Amanda Beaver
 - e. ACC Chairperson: Corrine Wolford
4. Nominations and Elections to the Board of Directors for the Coming Year
 - a. Rebekah Jordan (16 votes)
 - b. Melissa Worthington (15 votes)
 - c. Tara Jaksha (15 votes)
 - d. Amanda Beaver (15 votes)
 - e. Corrine Wolford (15 votes)
5. Financial Report.
 - a. Account Balances: checking- \$26,080.55 savings- \$24,197.33
 - b. 2019/2020 Budget- Home owners voted for Approval.
 - c. Dues for 2020: \$189- remaining the same.
 - d. Expenses for 2019 vs 2020- remaining the same.
 - e. Taxes and SOS filings: to be done
 - f. Insurance Costs: \$2309
 - g. Bill's- post office \$118; Yelm water \$673.66; lawyer \$375; Lawn Pros \$842
 - Q- What are the fees from the lawyer for?
 - A- Miscellaneous conversations in preparation for the annual meeting, the park, and our charter.
 - Q- Do we keep a balance in savings for certain things?
 - A- Yes, we keep a balance for maintenance of the HOA owned properties. We can also use that money for renovations.
6. ACC: Corrine

Overall the ACC has seen a good pattern since wiping the slate clean in October 2018. ACC started sending new letters in Feb. 2019. The pattern for various violations can be seen below:

 - A. Feb. 2019- 10 letters sent
 - B. Mar. 2019- 9 letters sent

Annual Board Meeting Minutes: Nisqually Estates HOA

Saturday, October 12th, 2019 - 9:30 – 11:00 AM

Olympia Federal Savings Bank

907 W Yelm Ave, Yelm, WA 98597 (In front of Yelm Medical Clinic)

- C. April 2019- 9 letters sent
- D. May 2019- 8 letters sent
- E. June- There was an informal drive around in which 18 letters were prepared, but when the formal drive around happened, there was only 8 letters sent.
- F. July- Drive around done with several letters going out.
- Q- What is the most type of violation you send letters for?
 - A- Yard maintenance, there is a lot of weeds.
- Q- Do we have a lien on the home that is for sale and also has a fine?
 - A- Not at the moment. There is an agreement to send a check, will be double checking on home sale.
- Q- Have we discussed renting section 8 housing with the lawyer?
 - A- Yes, we can not exclude section 8 housing in our charter, it would be discrimination.
- Q- Is it possible to write a thorough note and leave it on the door when there is a violation of our home?
 - A- Corrine: In the past there was not as much detail in the fine letter but since June we have been addressing the issues in more detail through the fine letters.
- Q- If there is a fine does it increase each time?
 - A- Yes, we can increase it each time. starts at 30\$ a week and Goes up to 75\$ a week. depending on the fine it could be daily
- Q- If there is a home that is in constant violation what can we do? There is a home that still has Christmas decorations up.
 - A- If you feel safe enough, take photos and send them to us, or tell us so we can go take photos.

The ACC plans to focus on lawn vs. weed ratio in the future.

No further questions Next Weekend (October 19-20,2019) is the next drive around.

7. Old Business.

- a. Park Status- Quorum not reached, park renovation not approved. Park will Be put into maintenance Status.

8. New Business.

- a. Review of Yard Sale- not a lot of homes participated.
- b. Possible Halloween decoration contest for future years.
- c. Christmas light contest- everyone really liked the baskets we did last year. Liked the idea of voting on Facebook and over email.

Annual Board Meeting Minutes: Nisqually Estates HOA

Saturday, October 12th, 2019 - 9:30 – 11:00 AM

Olympia Federal Savings Bank

907 W Yelm Ave, Yelm, WA 98597 (In front of Yelm Medical Clinic)

- Q- How do we normally notify when we do contests?
 - A- We usually do it over facebook, email, on the mailbox, and word of mouth.

9. OPEN FORUM. Questions and Answers.

Q- Was there a reminder sent out for today's meeting?

A- Yes, it is under announcements in the Facebook group.

Q- Are we going to do anything with the park?

A- The park will go into maintenance status since a quorum was not reached, the board can do maintenance to it.

Q- How do you feel about the health of the HOA?

A- Good, the finances and the ACC are good, we have a solid pattern and the board itself has a ton of support.

Q- There is a car on Brighton & 105th that is sitting on blocks for a while, have they been notified?

A- That car is in antique status but should not be on blocks, we will double check the concern.

Q- Is there a rule about parking at the end of a cul-de-sac?

A- No, just as long as you are not blocking driveways.

The ACC is in need of a new committee member if anyone would like to join. April Newman to join ACC committee.

10. Adjournment at 10:11 AM Next Meeting **December 9th @ 6:30 pm @ 10415 Red Fern Ct SE**

Annual Board Meeting Minutes: Nisqually Estates HOA

Saturday, October 12th, 2019 - 9:30 – 11:00 AM

Olympia Federal Savings Bank

907 W Yelm Ave, Yelm, WA 98597 (In front of Yelm Medical Clinic)

Members Present: Rebekah Jordan, Melissa Worthington, Tara Jaksha, Amanda Beaver, Corrine Wolford

Motion to approve April Newman into ACC committee: Seconded, APPROVED.

Motion to approve board member seats to remain the same for 2020: Seconded, APPROVED.

Rebekah Jordan - President

Melissa Worthington - Vice President

Tara Jaksha - Treasurer

Amanda Beaver - Secretary

Corrine Wolford - ACC Chair

All members voted into their positions as listed above. Motion to approve adding Tara Jaksha to the Timberland Bank checking and savings account: Seconded, APPROVED, over text messages.

voted on: all approved.

Signature: _____

Signature: _____

2019-20 NEHOA Budget: Board Approved August 2018

Income from Dues:	\$189 month		\$22,680.00
Expenses below			
Lawn Care (not including weather damage)	\$842 month		\$10,109.16
City of Yelm Water	450-500/ 3 mo		\$1,740.00
Irrigation System (Annual Weatherization and Spot Repairs)	as needed		\$450.00
Insurance (General Liability, D&O, Umbrella)	\$2676 + \$1000 Deductable		\$3,676
County Treasurer/Auditor (Taxes/lien filings)	as needed		\$950.00
Bank Fees (Returned checks/ordering checks)	as needed		\$100.00
Office Supplies and Annual Meeting			\$400.00
Web Page (Domain, Hosting, Support, etc.)			\$270.00
Professional (Attorney/Accountant/SecState)			\$900.00
USPS (PO Box, Postage for correspondence)			\$320.00
Reserve: Long Term Maintenance and Capital Improvements (i.e. Park Improvement, Fence Repair in Common Areas, Irrigation, etc)			\$3,764.84
			\$22,680.00