

Minutes for October 18th, 2014 Nisqually Estates Homeowner's Association [HOA] Annual Meeting

Attendance: **16 homeowners total.** 12 homeowners present and 4 homeowners by proxy.

Homeowners Present (Lot #): Aric Bowman (79), Rebecca Eller (120), Frank Symanski (71), Rebekah Jordan (112), Kathy Fields (80), Kevin Fleming (29), Steve Jasper (1), Rob Mendel (70), Amy Tribble (77), Denise Smith (67), Larry Miller (13), Armando Quiroz (40). **Total 12.** Note: Some of these homeowners also came with their spouses or co-owners but only one lot owner was counted for attendance and voting purposes. The sign-in roster will be filed with the original minutes as well as being scanned as a PDF file and backed-up online.

Homeowners by Proxy (Lot #): William Allen (92), Mary Belcher (61), Ken McCulloch (66), Alison Brackett (4). **Total 4.** Proxies will be filed with the original minutes as well as scanned as a PDF file and backed-up online.

- 1) The meeting was called to order at 9:29 am in the Yelm Prairie Hotel Bald Hill Conference Room, 700 Prairie Park Lane, Yelm, WA 98597. The quorum requirement was not met, therefore this was an information-only meeting for the attendees with no votes of the general membership taking place. Rob Mendel verified no one was recording the meeting.
- 2) Introductions of current Board members: Rob Mendel, Frank Symanski, Rebekah Jordan, and Steve Jasper.
- 3) Nomination and Election of the 2014 – 15 HOA Board of Directors. Since a quorum was not achieved, elections were not held. The current Board remains in place until the next special or annual meeting in which a quorum is achieved. The Board asked the meeting attendees if there was anyone who was interested in serving on the Board. Two homeowners (Rebecca Eller and Aric Bowman) expressed interest other than those currently seated on the Board.
- 4) Financial Report
 - a) Remaining balances in HOA accounts as of October 18th, 2014:
TwinStar Checking: \$10,066.28; TwinStar Savings (Reserve): \$8,013.24.
 - b) 2014 Dues Status: 118 paid out of 120 properties.
 - c) Liens: 15 liens on 4 properties.
 - d) HOA annual dues for 2015 are \$168.00 and are due by January 1st, 2015.
 - e) 2015 Budget. The 2015 Budget was handed out to the membership at large for discussion. The Board approved the budget on August 25th, 2014 and posted it on the HOA website. Expected income from dues were \$20,160.00 and anticipated expenses

are \$20,160.00 (see budget for details). There was a line item explanation of each expense category and questions pertaining to expenses were answered by the Board.

5) Architectural Control Committee (ACC) Report

- a) Observations were consistently made by members of the ACC. Most common observations were leaving garbage/waste receptacles in view on non-collection days and leaving RVs/Trailers parked for more than 3 days.
- b) In the past year, over 20 Design Review Requests were submitted to and approved by the ACC. The ACC acted on Design Review requests within 48 – 72 hours.
- c) The HOA completed a partial renovation (Phase I 65%) of the main entrance irrigation system at a cost of \$6,400 to repair our aging system and improve water conservation and energy efficiency. The second and final phase will be completed in 2015.

Old Business

- 1) Corporation Status: The non-profit incorporation of the HOA was properly renewed with the Washington Secretary of State's office for 2014.
- 2) Taxes: Tax forms were properly filed with the IRS in February 2014 for the 2013 tax year.
- 3) Insurance: Our three insurance policies (General Liability, Umbrella, and Directors & Officers) continued without lapse in 2013-2014. All premiums were promptly paid.
- 4) Website: The HOA website (<http://www.nisquallymeadows.org>) continues to be improved and updated. All relevant governing documents, minutes and meeting notices can be found and downloaded on the website. The website averages 60-70 page views per day with some days peaking at 170-220 page views.
- 5) Facebook Group: Our Facebook group page for Nisqually Meadows continues to grow with over 90 members (<https://www.facebook.com/groups/263688730338253/>). It has been very useful in getting news out quickly and helping neighbors post information.
- 6) Email Consent: There are over 160 email addresses in our homeowner database. Out of the 120 lots in the development, about 96 lots have consented to receive information, billing and meeting notices by email. Thank you to all who have consented to receive email messages as this translates into real savings in time and money for the HOA.

New Business

- 1) Community Park Update: After completing improvements which included removing the old bark pit and replacing it with new soil and hydro-seed, planting new trees, obtaining new signs and installing security lighting, the Board is planning to continue making several other changes. Some of the proposed improvements include planting more trees, painting the four-square court, adding another bench, adding a gazebo structure and a step path.

- 2) Community Yard Sale: The HOA held a very successful three day yard sale event this past June. Over 24 homes participated. If any homeowner is interested in helping to organize next year's yard sale, please let the Board know.
- 3) Best Yard Contest and Holiday Lighting Contest: The HOA held a best yard contest this past July/August with votes being collected via email, the website blog and through Facebook. Prizes of a \$50 and \$25 gift card were awarded to the first and second place winners respectively. The HOA also held a Holiday Lighting contest this past December with votes being collected via email, the website blog and through Facebook. A prize of a \$75 gift card was awarded to the first winners. There were many positive comments and the Board is considering doing it again next year.
- 4) Lien Recoveries: The Board recovered over \$1,200 in liens placed for non-payment of dues and ACC violations.

Open Forum: Question and Answer Period

- 1) Backyard Upkeep Rules Question (submitted by email): It was brought to the attention of the Board that some backyards may not be maintained in a desirable or healthy way and asked what can be done about it. The ACC makes periodic observations on the exterior of all properties in the development. When something is specifically brought to the ACC's attention such a backyard, they will attempt to make an observation and start the notification process. If there is a health issue involved (such as rodent or insect infestation), then the Thurston County or Yelm Health officials can be notified as well.
- 2) No Soliciting Sign Question (submitted by email): A homeowner asked if the HOA could put up a no soliciting sign for the entire neighborhood. Unfortunately, after consulting with our legal counsel, the HOA can't do that unilaterally for everybody in the neighborhood as it is an individual resident preference as to whether to allow solicitation. The City of Yelm does, however, have specific requirements for solicitors and permits.
- 3) Fence Repair Question: A homeowner was concerned about the condition of fences in the neighborhood, their impact on property values and asked if the HOA could provide an incentive program for homeowners to repair or replace their aging fences. The Board will look into the possibility of creating such a program in the coming year.
- 4) Community Tree Trimming Along Sidewalks: Individual homeowners are responsible the maintenance and trimming of trees on their properties. However, a homeowner asked if it was possible to trim trees along the sidewalk easement by an HOA-contracted landscaper in order to help facilitate the maintenance and safety of people walking in the neighborhood. The Board agreed to get an estimate for the additional service and see if it was cost effective to add it on to the current cost of our services.
- 5) Several of the homeowners at the meeting thanked the HOA Board for their hard work throughout the year.

The meeting ended at 10:43 am.

Minutes approved by proper vote of the HOA Board as indicated by the signatures below.

Robert A. Mehl

Steve Pagan