

Minutes for January 14th, 2013 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rob Mendel, Frank Symanski, Amy Tribble and Staci Dilg.

HOA Board Members Not Present: none.

Other Homeowners Present: none.

1. Meeting opened precisely at 6:00 pm at 15331 105th Avenue SE.
2. A motion was made and seconded to formally approve the October 13th, 2012 Annual Meeting Minutes and the November 12th, 2012 Board Meeting Minutes. **Approved 4-0.**

3. Financial Report

- a) Financial Status – Checking \$15,279.60; Savings \$6,506.54
- b) 2013 Dues Status - To date, 94 out of 120 homeowners have paid dues for 2013. This is a record number of dues paid compared to the same time in previous years. One extension was granted until February 15th, 2013 for a homeowner with a medical issue.
- c) Lien Status: Total number of liens – 16, Number of Properties with Liens – 9.
- d) Calendar Year 2012 HOA tax filing was made to the IRS. It was sent this month (January 2013) by USPS Certified Mail with return-receipt requested. No taxes were owed.

4. Architectural Control Committee (ACC) Report

- a) New Plans – one amended plan submitted and approved (generator pad).
- b) Observations and Violations – 1 violation and 1 fine. Fines were issued on a homeowner for not moving his trailer in required time limit. Three observations were noted. One regarding a broken fence, one regarding a broken and leaning downspout, and one regarding a homeowner who is using a drainage field for a dog play area. An email or letter will be sent to the homeowners.
- c) The ACC Chairperson is planning to step down from the HOA Board because of the time commitment involved. She is willing to stay on until the next Board meeting or until a replacement is found in order to give other Board members some time to recruit for the two open positions on the Board.

5. Old Business

- a) Community Park ideas will continue to be solicited until February 15th, 2013. This will give Board members time to formalize ideas while waiting for better weather to complete plans. Community Park Plans – SGT Justin Norton memorial group leaders have been contacted to ask for ideas and a matching donation; They plan on visiting park site in the near future. HOA vice president will contact City of Yelm Parks and Recreation for low-cost yet durable park ideas. HOA landscaping company may have low-cost ideas as well. One HOA homeowner brought idea of having a raised garden area in the small park, but there were concerns due to numerous issues that may arise such as theft and vandalism.
- b) Annual billing was completed via email and regular mail ahead of schedule. There were also several reminders posted on the Facebook page and website blog. HOA saved money by emailing statements to the majority homeowners who consented to being contacted by email instead of postal service. As of January 14th, 2013, all HOA members have been contacted either by direct mail or by email; annual dues collected 94 out of 120. HOA members who have not yet paid dues will be sent a final billing before January 31st, 2013 in one final attempt for payment before a lien is filed on their property. Balances due after January 15th, 2013th accrue interest.
- c) Access to HOALeader.com renewed for 2013. HOA board members and any interested homeowner will have access to information about Homeowner Associations. Board members will be able to research minor legal questions prior to submitting them to the HOA attorney. Annual cost \$99, same as last year, and the Board expects that having access to this resource will continue to save Nisqually Estates HOA time and money.

6. New Business

- a) HOA is in need of two board members to fill a vacant position and a position soon to be vacated. Openings will be posted on the Facebook page and the HOA website to reach as many interested and qualified homeowners as possible. A recruitment email will also be sent to HOA members to inform them of HOA board position openings. On another note, any resident, even if they are not a homeowner, may attend Board meetings as an observer. The Board welcomes and homeowner or resident to come to Board meetings.
- b) A damaged fence off one of the drainage field areas needs to be checked to verify if a homeowner is responsible for fixing fence or the HOA is responsible.

7. Comments and Questions

A question was asked if the general HOA membership realizes that board members volunteer and serve without compensation. A suggestion was made to look into the cost of hiring a professional management company and raising dues with a special assessment if volunteers cannot be found to fill the Board. HOA president will research cost of a

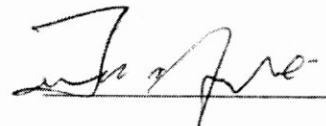
professional management company running the HOA and posting the information on Facebook and the HOA website. As a last resort, if homeowners are not interested in serving on the Board to fill positions, we may have to employ a professional management company to carry out the day to day management duties.

8. Next Board meeting to be held on Monday, March 4th, 2013, 6:00-7:00 pm at 15331 105th Avenue SE. The Board will be in recess during the month of February unless there is an emergent reason to hold a meeting.

9. Meeting closed precisely at 7:00 pm.

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





Minutes for March 11th, 2013 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rob Mendel, Frank Symanski and Amy Tribble.

HOA Board Members Not Present: none.

Other Homeowners Present: none.

Guest: Craig R. Johnson, State Farm Insurance, Maple Valley, WA

1. Meeting opened at 6:02 pm at 15331 105th Avenue SE.
2. A motion was made and seconded to formally approve the January 11th, 2013 Board Meeting Minutes. **Approved 3-0.**
3. **Financial Report**
 - a) Financial Status – Checking: \$18,930.93; Savings: \$6,507.60. Anticipated expenses for next month: LawnPros - \$733.73/mo, PSE - \$39/mo, and PO Box renewal fee - \$70.00.
 - b) 2013 Dues Status - To date, 112 out of 120 homeowners have paid dues for 2013. This is a record number of dues paid compared to the same time in previous years. Note: One homeowner had been granted an extension and paid within allotted timeframe.
 - c) Lien Status: Total number of liens – 24, Number of Properties with Liens – 11. Nine (9) liens were filed on February 28th, 2013 (8 dues/1 ACC fine). One (1) lien was released on March 8th, 2013.
4. **Architectural Control Committee (ACC) Report**
 - a) New Plans – one new plan submitted and approved (outside lighting). One inquiry was made on a potential sprinkler system and replacing trees.
 - b) Observations and Violations – 5 courtesy notices (boat, Christmas lights, trailers and an unrepaired downspout).
 - c) One homeowner has not taken care of a broken downspout which is leaning off side of house; previous informal and formal HOA requests have been ignored. A formal violation notice with a fine notice will be issued.
 - d) The previous ACC Chairperson resigned effective March 10th, 2013. Amy Tribble moved from the Secretary position to the ACC Chairperson position by proper vote of the HOA Board. **Approved 3-0.**

5. Old Business

- a) Annual billing completed. Copies of liens mailed to affected homeowners; letters mentioned possible small claims court or foreclosure action if further delays in paying dues/fines occur.
- b) Community park ideas were brought forward via email by residents on Red Fern Court SE; concerns about vandalism, voyeurism and noise were mentioned. Future plans include adding a small bench and possibly a trash can (cost of adding maintenance of trash can to current LawnPros account is being evaluated). Motion sensor lights may also be added by neighboring homeowners if cost is minimal and they consent to installing the lights.
- c) The current HOA Board is staffed by volunteers; however, there has been little interest by homeowners in filling the two open positions. A professional HOA management company costs approximately \$400-\$500 per month which would add additional cost to annual HOA budget and fees. The cost is a bit high at this time, but may be considered if the open Board positions cannot be filled.

6. New Business

- a) Our HOA insurance contract is due for renewal in the coming months. An agent from State Farm came to the meeting with cost comparison to our current coverage as well as to offer important insights on what HOA board members should be aware of. A motion was made and seconded that the HOA president will review updated proposal from our current insurance company prior to changing or renewing HOA insurance policy. **Approved 3-0.**
- b) Vehicle prowling and yard break-ins have recently been reported in the neighborhood. Incidents have been posted on the website blog and Nisqually Meadows Facebook page. Residents are reminded to lock up vehicles and keep high value items out of plain sight. Motion-sensor lights are also a good idea and can easily be approved by ACC prior to installation. Residents are encouraged to report suspicious activity to the Yelm Police Department.

7. Comments and Questions

There are about six (6) or seven (7) homeowners who neglect to pay dues every year. There was a question concerning using more stern and effective methods to resolve these non-payments by notifying homeowners who fail to pay that future actions will include small claims court actions or even possibly foreclosure suits. Further research is warranted. Our current legal counsel is available to answer simple legal questions and has been utilized by board president in the past. We will explore the possibility of using these options to collect money owed to the HOA.

8. Next Board meeting to be held on ~~Monday~~ ^{Tuesday}, March 19th, 2013, 6:00-7:00 pm at 15331 105th Avenue SE. A homeowner has expressed interest in joining the Board and we will meet with him at that time.

9. Meeting closed at 7:28 pm.

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

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**Minutes for March 19th, 2013 Nisqually Estates Homeowner's Association
[HOA] Board Meeting**

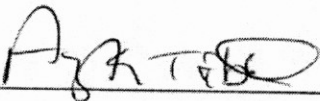
HOA Board Members Present: Rob Mendel, Frank Symanski and Amy Tribble.

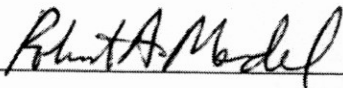
HOA Board Members Not Present: none.

Other Homeowners Present: Steve Jasper.

1. Meeting opened at 6:06 pm, 15331 105th Avenue SE, Yelm, WA.
2. A homeowner in good standing, Steve Jasper, expressed his desire to serve on the HOA Board. A motion was made and seconded for Steve Jasper to fill the Secretary position on the HOA Board and for Amy Tribble to move to the Board Member-at-Large (ACC Chairperson) position. **Approved 3-0.**
3. Comments and Questions: There was a general background discussion about the HOA and the roles and responsibilities of the different Board members.
4. Next Board Meeting to be held on Monday, May 6th, 2013, 6:00-7:00 pm at 15331 105th Avenue SE. The Board will be in recess during the month of April unless there is an emergent reason to hold a meeting.
5. Meeting closed at 6:35 pm.

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





Minutes for May 6th, 2013 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rob Mendel, Frank Symanski, Steve Jasper and Amy Tribble.

HOA Board Members Not Present: none.

Other Homeowners Present: William and Rebekah Jordan.

Guests: none.

1. Meeting opened at 6:08 pm at 15331 105th Avenue SE.
2. A motion was made and seconded to formally approve the March 11th and March 19th, 2013 Board Meeting Minutes. **Approved 4-0.**
3. **Financial Report**
 - a) Financial Status – Checking: \$16,313.75; Savings: \$6508.70. Anticipated expenses for next month: Lawn Pros - \$733.73/mo. and PSE - \$39/mo. Yard Sale Expenses TBD.
 - b) 2013 Dues Status - To date, 115 out of 120 homeowners have paid dues for 2013. This is a record number of dues paid compared to the same time in previous years.
 - c) Lien Status: Total number of liens – 19, Number of Properties with Liens – 7. Five (5) liens were paid and released since the last Board meeting.
4. **Architectural Control Committee (ACC) Report**
 - a) New Plans – Five new plans submitted and approved (1-House Painting, 2-Landscaping, 1-Irrigation System, 1- Roof replacement).
 - b) Observations and Violations – 2 courtesy notices (trailers and an unrepaired downspout). These have been reconciled.
 - c) Repair work on common area fence drainage field. Golf course coordination for mutual fence repair.
 - d) Maintenance work on vacant 10415 Brighton has begun via Lawn Pros with initial lawn mow and roof moss treatment. Per owner, the lawn will be mowed at least once a month. Absent owner is bearing all expenses.
 - e) Irrigation in front main entrance to be repaired at HOA cost. City of Yelm notified to unlock water meter.

- f) Yard of the Month/Summer contest proposed. Announcement will be posted on Facebook group page and Nisqually Estates public web site for neighborhood consideration. Votes will be tallied for final winner with recognition.

5. **Old Business**

- a) Community Park Plans considered: new park bench, two trees and raised bed flower bed using existing wood chip bed with memorial to Fallen Soldier. Coordination with neighbors to supplement lighting including motion sensor capability. Design Plan and cost estimate by contract – TBD.
- b) Insurance Company change over to State Farm effective April 2nd, 2013 with a savings of \$585 brings cost down to \$1,938 per year with better coverage. Expecting refund from previous carrier for this year around \$700-\$800.

6. **New Business**


- a) Vehicle prowling incident on April 2nd, 2013 and effectively dealing with unwanted solicitation. With general awareness of signage and methods of dealing with personal contact with violators and course of action afterwards to made available through web sites.
- b) Recruitment for unfilled Board Member position of Treasurer. A homeowner in good standing, Rebekah Jordan, expressed her desire to serve on the HOA Board. A motion was made and seconded to appoint Rebekah Jordan as Treasurer. **Approved 4-0.**
- c) Community Yard Sale. Approved dates June 28-30, Fri-Sun. Rebekah Jordan is POC coordinating advertisement in local paper and Craig's list as well as signage for front entrances to neighborhood and possible detours for areas of non-participation. Considering a Food truck from Tacos Gaby or other food vendors to participate.

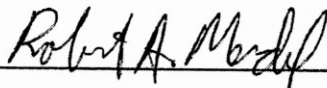
7. **Comments and Questions:** none.

8. Next Board meeting to be held on Monday, June 10th, 2013, 6:00-7:00 pm at 15331 105th Avenue SE.

9. Meeting closed at 7:12 pm.

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





Minutes for June 10th, 2013 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rob Mendel, Steve Jasper, Rebekah Jordan and Amy Tribble.

HOA Board Members Not Present: Frank Symanski.

Other Homeowners Present: none.

Guests: none.

1. Meeting opened at 6:01 pm at 15331 105th Avenue SE.
2. A motion was made and seconded to formally approve the May 6th, 2013 Board Meeting Minutes. **Approved 4-0.**
3. **Financial Report**
 - a) Financial Status – Checking: \$16,154.42; Savings: \$6509.26. Anticipated expenses for next month: Lawn Pros - \$733.73/mo. and PSE - \$39/mo; City of Yelm water bill – approximately \$210 per month during the summer; Yard Sale Expenses - not to exceed \$200.
 - b) 2013 Dues Status - To date, 115 out of 120 homeowners have paid dues for 2013. No change from last meeting.
 - c) Lien Status: Total number of liens – 19, Number of Properties with Liens – 7. No change from last meeting.
4. **Architectural Control Committee (ACC) Report**
 - a) New Plans – One new plan submitted and approved (1 - Roof).
 - b) Observations and Violations – 2 courtesy notices (trailers). These have been reconciled.
 - c) Repair work on common area fence drainage field completed. Golf course coordination for mutual fence repair partially completed.
 - d) Monthly maintenance work on vacant 10415 Brighton completed. Per owner, the lawn will be mowed at least once a month. Absent owner is bearing all expenses.
 - e) Main irrigation valve in front main entrance to be repaired at HOA cost. Major repairs and upgrade will be needed this year and the coming year to repair leaks and re-establish efficient coverage and conservation. Estimates are being obtained.

5. **Old Business**

- a) Community Park Plans considered: new park bench, two trees and raised bed flower bed using existing wood chip bed with memorial to Fallen Soldier. Estimate received from LawnPros but was considered beyond our budget this year. Estimate requested but never received estimate from Gordon's. We will have to consider improving/maintaining the park as a self-help project provided there is sufficient interest and participation from the community.
- b) Yard of the Month/Summer contest. Announcement will be posted on Facebook group page and Nisqually Estates public web site for neighborhood consideration. Votes will be tallied for final winner with recognition. Results posted by week prior to Labor Day with winner receiving a prize (\$50 gift card proposed).

6. **New Business**

- a) Need to remind residents of rules regarding picking up pet waste left in common areas, prohibition against burning garbage in residential areas and laws regarding fireworks.
- b) An electronic HOA newsletter will be emailed out and posted on the website in the near future, probably sometime in July.
- c) Community Yard Sale. Approved dates June 28-30, Fri-Sun. Rebekah Jordan is POC coordinating advertising and vendors. A motion was made and seconded to allocate up to \$200 toward the cost of conduct on this year's yard sale. **Approved 5-0.**

7. **Comments and Questions:** none.

8. Next Board meeting to be held on Monday, July 22nd, 2013, 6:00-7:00 pm at 15331 105th Avenue SE.

9. Meeting closed at 7:05 pm.

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

Steven Lasper
Sam _____

Rebekah Jordan

Minutes for July 22nd, 2013 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rob Mendel, Frank Symanski, Steve Jasper, Rebekah Jordan and Amy Tribble.

HOA Board Members Not Present: none.

Other Homeowners Present: none.

Guests: none.

1. Meeting opened 6:01 pm at 15331 105th Avenue SE.
2. A motion was made and seconded to formally approve the June 10th, 2013 Board Meeting Minutes. **Approved 5-0.**
3. **Financial Report**
 - a) Financial Status – Checking: \$15,362.08; Savings: \$6,509.80. Anticipated expenses for next month: Lawn Pros - \$733.73/mo. and PSE - \$39/mo; City of Yelm water bill – approximately \$210 per month during the summer. Total yard sale expenses \$115.00.
 - b) 2013 Dues Status - To date, 115 out of 120 homeowners have paid dues for 2013. No change from last meeting.
 - c) Lien Status: Total number of liens – 19, Number of Properties with Liens – 7. No change from last meeting.
4. **Architectural Control Committee (ACC) Report**
 - a) New Plans – six new plan submitted and approved (exterior house painting – 4, shed relocation – 1, Gate/fence/concrete slab - 1).
 - b) Observations and Violations – four courtesy notices (trailers and garbage cans). These have been reconciled.
 - c) Monthly maintenance work on vacant 10415 Brighton completed. The lawn is being mowed at least once a month. Absent owner is bearing all expenses.
 - d) Major repairs and upgrade will be needed this year to our 12 year old irrigation system in the coming year to repair leaks and re-establish efficient coverage and water conservation. Estimates are being obtained. Partial repair for immediate serviceability and total upgrade to be phased in over time, budget permitting.

5. **Old Business**

- a) Community Park Plans. Received input from LawnPros. Gordon's did not submit a full proposal. A motion was made and seconded to proceed in phases with most of the labor being performed by homeowners to save money. Rebekah Jordan submitted a detailed plan for improvements that could be made in phases. Phase One: Bark removal with soil replacement for a topiary planting, painting the slab four square effect, install security lighting with HOA partial funding and owners consent/cooperation. Phase Two: Path through area, benches placed and trees planted with a dedicated Fallen Hero plaque. First Phased to cost approximately \$1,100. **Approved 5-0** by the Board to proceed with Phase One for up to \$1,100.
- b) Community Annual Yard Sale considered success. Increased participation from last year with over 30 homes participating.

6. **New Business**

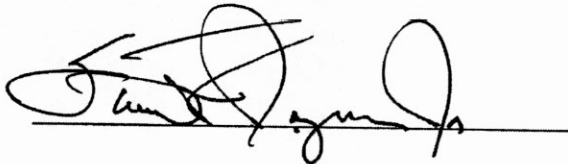
- a) Border issue with neighbor adjacent to South fence line. Question as to requirement and responsibility for maintenance and upkeep of entire fence line by HOA as opposed to individual homeowners and South border neighbor. President will consult with HOA attorney concerning the issue and report back at the next Board meeting.
- b) Date forecasted for Annual Membership meeting is October 19th, 2013 at the Yelm Prairie Hotel. Rob will reserve the space and make a deposit for use of the same conference room facility as last year.
- c) 2014 Budget and dues increase will be discussed and acted on at next Board meeting.

7. **Comments and Questions:** none.

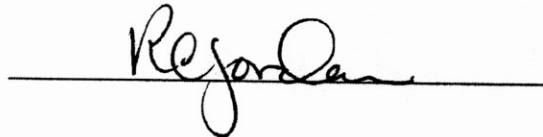
8. Next Board meeting to be held on Monday, August 19th, 2013, 6:00-7:00 pm at 15331 105th Avenue SE. Last Board meeting before the Annual Meeting is forecasted tentatively for September 16th, 2013.

9. Meeting closed at 7:08 pm.

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



A handwritten signature in black ink, appearing to be 'Rob', written over a horizontal line.



A handwritten signature in black ink, appearing to be 'Rebekah Jordan', written over a horizontal line.

Minutes for August 19th, 2013 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rob Mendel, Frank Symanski, Steve Jasper and Rebekah Jordan.

HOA Board Members Not Present: Amy Tribble.

Other Homeowners Present: none.

Guests: none.

1. Meeting opened 6:11 pm at 15331 105th Avenue SE.

2. A motion was made and seconded to formally approve the July 22nd, 2013 Board Meeting Minutes. **Approved 4-0.**

3. Financial Report

a) Financial Status – Checking: \$14,351.55; Savings (Reserve): \$6,510.36. Anticipated expenses for next month: Lawn Pros - \$733.73/mo; PSE - \$39/mo; City of Yelm water bill – approximately \$240 per month during the summer.

b) 2013 Dues Status - To date, 115 out of 120 homeowners have paid dues for 2013. No change from last meeting.

c) Lien Status: Total number of liens – 19, Number of Properties with Liens – 7. No change from last meeting.

4. Architectural Control Committee (ACC) Report

a) New Plans – four (4) new plans submitted and three (3) approved (new garage door – 1, exterior house painting – 1, garage door painting - 1. One plan for fence construction was held pending further detail and clarification.

b) Observations and Violations – four courtesy notices (boat, trailers and barking dogs). One formal violation was mailed and personally delivered to the homeowner for yard maintenance, trailer, waste receptacles and back yard.

c) Monthly maintenance work on vacant 10415 Brighton completed. The lawn is being mowed at least once a month. Absent owner is bearing all expenses.

d) Water at front entrance will be shut off by August 31st, 2013 as we are approaching 100% of our allocation. Major repairs and upgrade will be needed to our irrigation system to repair leaks and establish efficient coverage and conservation. Estimates are being obtained. Planning on making repairs in early Spring before there is a water requirement.

5. **Old Business**

- a) Community Park Progress Report. Phase One is progressing with bark removal and soil replacement for a topiary planting, painting the slab four square effect, purchase and installation of security lighting with HOA funding and owners consent/cooperation.
- b) Border issue with neighbor adjacent to South fence line. Question as to requirement and responsibility for maintenance and upkeep of entire fence line by HOA as opposed to individual homeowners and South border neighbor. President consulted with HOA attorney concerning the issue and reported back that each individual homeowner along with the adjacent neighbor is responsible for the maintenance of the fence if they have one.
- c) Established date, time and location of the 2013 Annual Meeting. Saturday, October 19th, 2013 in the Bald Hills Conference Room of the Yelm Prairie Hotel. Deposit made to Prairie Hotel to secure the room.

6. **New Business**

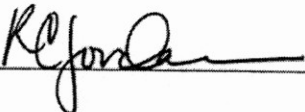
- a) A proposed 2014 budget was presented and discussed. Motion was made and properly seconded to increase the 2014 annual assessment from \$152.50 to \$160.00 (less than 5% increase) and to approve the 2014 budget as presented. **Approved 4-0**. A copy of the budget will be posted on the website and sent out with the annual meeting notice.
- b) Nomination Status. No homeowners have expressed interest in running for Board of Director positions other than those currently on the HOA Board.
- c) Best Yard Contest status. Contest is ongoing and several nominations have been received via email, Facebook and the HOA website blog.
- d) Area HOA Meeting. The President represented the Nisqually Estates HOA on August 12th, 2013 at a new group forming of area HOAs. The group plans to meet quarterly and become involved in lobbying the WA State Legislature on HOA issues.
- e) HOA attorney invited to and plans on coming to the next Board meeting.

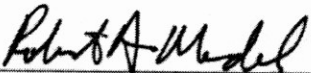
7. **Comments and Questions:** none.

8. Next HOA Board meeting to be held on Monday, September 16th, 2013, 6:00-7:00 pm at 15331 105th Avenue SE.

9. Meeting closed at 7:32 pm.

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





Minutes for September 16th, 2013 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rob Mendel, Steve Jasper, Rebekah Jordan and Amy Tribble.

HOA Board Member Not Present: Frank Symanski.

Other Homeowners Present: none.

Guests: Ryan White, HOA Attorney w/ Bean, Gentry, Wheeler & Peternell PLLC.

1. Meeting opened 5:59 pm at 15331 105th Avenue SE.
2. A motion was made and seconded to formally approve the August 19th, 2013 Board Meeting Minutes. **Approved 4-0.**
3. **Financial Report**
 - a) Financial Status – Checking: \$12,792.15; Savings (Reserve): \$6,510.92. Anticipated expenses for next month: Lawn Pros - \$733.73/mo; PSE - \$39/mo; UPS Store ~\$50.
 - b) 2013 Dues Status - To date, 115 out of 120 homeowners have paid dues for 2013. No change from last meeting.
 - c) Lien Status: Total number of liens – 19, Number of Properties with Liens – 7. No change from last meeting. Expect to have one more property make lien payoff soon.
4. **Architectural Control Committee (ACC) Report**
 - a) New Plans – two (2) new plans submitted and two (2) approved (exterior house trim painting – 1, new porch fence - 1.
 - b) Observations and Violations – four courtesy notices (RV, trailers, disabled vehicle).
 - c) Monthly maintenance work on vacant 10415 Brighton completed. The lawn is being mowed at least once a month. Absent owner is bearing all expenses.
 - d) Water at front entrance shut off on August 29th, 2013 and we were at 96% of our allocation. Major repairs and upgrade will be needed to our irrigation system to repair leaks and establish efficient coverage and conservation. Estimates are being obtained. Board is planning on making repairs in early spring before there is a heavy water requirement.
5. **Old Business**
 - a) Community Park Progress Report. Three trees (Red Baron Flowering Crab, Akebono

Yoshino Cherry, and Korean Sun Pear) are being donated by Rebekah Jordan. Bark is being removed and near completion. Still looking for volunteers to help remove bark and spread new dirt.

- b) Best Yard Contest. Homeowner @ 10343 Brighton Street won with 14 votes out of 24 total. The Board received a lot of positive feedback regarding the contest.
- c) The 2014 HOA Budget was posted to the website and will be sent out with the annual meeting notices.
- d) Nomination Status. No homeowners have expressed interest in running for Board of Director positions other than those currently on the HOA Board.

6. **New Business**

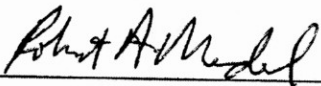
- a) The HOA Attorney, Mr. Ryan White of Bean, Gentry, Wheeler, & Peternell, gave a rundown of responsibilities and capabilities of the Board. He answered several questions regarding the responsibilities of the Board of Directors. Having seen our practices and organization, he opined that we have a comprehensive and viable group, operating well within the charter and meeting all WA State requirements. Recommended changes to budget terms to better define funds reserved for long term and unforeseen expense for better accountability.
- b) Plan for conduct of annual meeting. The Board will follow the agenda set forth which is similar to last year's agenda. Focus will be on listing accomplishments, challenges and answering homeowner questions.
- c) Annual Meeting notices were finalized and compiled for delivery via regular mail & email.
- d) Considering offering video conferencing by board members to facilitate better attendance, making it more convenient for members and possibly other homeowners to attend.

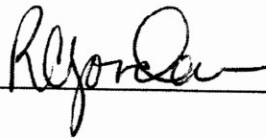
7. **Open Forum for Comments and Questions:** none.

8. Next HOA Board meeting to be held on Saturday, October 19th, 2013, 11:00 am until completion at the Prairie Hotel (immediately after annual meeting). The Board will schedule a videoconference via Skype or Google+ Hangout sometime prior to the annual meeting.

9. Meeting closed at 6:56 pm.

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





**Minutes for October 19th, 2013 Nisqually Estates Homeowner's Association
[HOA] Board Meeting**

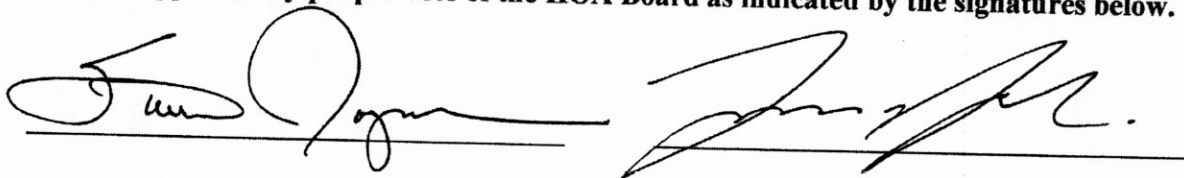
HOA Board Members Present: Rob Mendel, Frank Symanski, Rebekah Jordan, Steve Jasper and Amy Tribble.

HOA Board Members Not Present: None.

Other Homeowners Present: None.

1. Meeting opened at 11:18 am, Yelm Prairie Hotel, Bald Hills Conference Room.
2. A motion was made and seconded to formally approve the September 16th, 2013 Board Meeting Minutes. **Approved 5-0.**
3. A motion was made and seconded for board members to retain their current positions. **Approved 5-0.**
4. A motion was made and seconded to approve the spending of up to an additional \$400 on Phase I of the Community Park Improvement Project. The additional funds will be used to cover the cost of more soil, new signs and video equipment. **Approved 5-0.**
5. Comments and Questions: None.
6. Next Board Meeting to be held on Monday, November 11th, 2013, 6:00-7:00 pm at 15331 105th Avenue SE. The Board will be in recess during the month of December unless there is an emergent reason to hold a meeting.
7. Meeting closed at 11:25 am.

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



Minutes for November 11th, 2013 Nisqually Estates Homeowner's Association [HOA] Board Meeting

HOA Board Members Present: Rob Mendel, Frank Symanski, Steve Jasper and Rebekah Jordan.

HOA Board Member Not Present: Amy Tribble.

Other Homeowners Present: none.

Guests: none.

1. Meeting opened at exactly 6:00 pm at 15331 105th Avenue SE.
2. A motion was made and seconded to formally approve the August 19th, 2013 Board Meeting Minutes. **Approved 4-0.**
3. **Financial Report**
 - a) Financial Status – Checking: \$10,210.84; Savings (Reserve): \$6,511.26. Anticipated expenses for next month: Lawn Pros - \$733.73/mo; PSE - \$39/mo; Annual legal fee \$500.
 - b) 2013 Dues Status - To date, 116 out of 120 homeowners have paid dues for 2013. One additional homeowner became caught up on dues.
 - c) Lien Status: Total number of liens – 17, Number of Properties with Liens – 6. One additional homeowner paid off two liens.
4. **Architectural Control Committee (ACC) Report**
 - a) New Plans – no new plans were submitted or approved.
 - b) Observations and Violations – no violations or courtesy notices.
 - c) Monthly maintenance work on vacant 10415 Brighton completed. The lawn is being mowed at least once a month. Absent owner is bearing all expenses.
 - d) Suggestion to look at house with broken garage door on 105th Ave SE near Farwest Ct SE. ACC will check it out.
5. **Old Business**
 - a) Community Park Progress Report. New signs have been ordered. Expected to be installed in later November. Video cameras to be ordered and installed also. Will post to Facebook and website blog when it is complete.

- b) The 2014 HOA Annual Billing of \$160 per homeowner will be sent out via email and regular mail by November 16th, 2013. All homeowners will receive a bill by either regular mail or email. Some will receive billing by both regular mail and email.

6. **New Business**

- a) A Holiday Lighting Contest will be conducted with a prize for a \$75 Safeway Gift Card.
Approved 4-0.
- b) No Board meeting will be scheduled for December. Board members will be prepared to conduct a video conference via Skype/Google if there is an emergent reason for a meeting.

7. **Open Forum for Comments and Questions:** none.

8. Next HOA Board meeting to be held on Monday, January 13th, 2014, 6:00 – 7:00 pm at 15331 105th Avenue SE.

9. Meeting closed at precisely 6:59 pm.

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

