

**MEADOWWOOD HOA
ANNUAL MEETING MINUTES**

November 18, 2015 at 7:00 PM

Liberty Lake City Hall
22710 E. Country Vista Dr.

- A. Call to Order: 19:01
 - a. Introduction of Homeowners in Attendance: Dennis Martin, Dave Palmer, Kathy Moens, Becky Curtz, and Laura Hall.
 - b. Introduction of Board of Directors: Anthony Frei (Member), Debbie Fucile (Member), John Mellick (Member), Scott Kingsford (President), Charlie Matthews (Member), Richard Haugen (Member), Sharon Carvo (Secretary), and Jon Swatzell (Vice President).
 - c. Introduce WEB
- B. Financial Update
 - a. Review of 2015 Year to Date Financials as of 10/31/2015
 - i. Meadowwood
 - 1. Income YTD – \$210,282.00 Actual of \$212,840.00 Budgeted. Variance of \$2,557.82.
 - 2. Expenses YTD - \$214,429.90 Actual of \$202,695.00 Budgeted. Variance of \$11,734.90.
 - a. \$6,712.42 over in Landscaping.
 - b. \$9,367.87 over in Utilities.
 - c. \$4,325.17 under in Administrative for Accounting Fees.
 - 3. Account Balances
 - a. Operating Account - \$4,124.98
 - b. Reserve Account - \$1,181.03
 - c. Savings Account - \$48,301.41
 - d. Total of: \$53,607.42
 - ii. Garden Ridge

1. Income YTD - \$62,863.12 Actual of \$59,650.00 Budgeted. Variance of \$3,213.12.
2. Expenses YTD - \$43,931.49 Actual of \$49,102.00 Budgeted. Variance of \$5,170.51.
 - a. \$717.66 Under in Landscaping
 - b. \$3,075.42 Under in Streets
 - c. \$1,000.00 Under in Administrative for Accounting Fees
3. Account Balances
 - a. Operating Account - \$3,978.90
 - b. Savings Account - \$4,594.50
 - c. Total of: \$8,573.40

iii. Grayhawk

1. Income YTD - \$11,340.00 Actual of \$11,725.00 Budgeted. Variance of \$385.00.
2. Expenses YTD - \$7,514.97 Actual of \$8,812.00 Budgeted. Variance of \$1,297.03.
 - a. Under \$1,000.00 in Administrative for Accounting Fees.
3. Account Balances
 - a. Operating Account - \$3,978.90
 - b. Savings Account - \$4,594.50
 - c. Total of: \$8,573.40

iv. Rocky Hill

1. Income YTD - \$43,699.22 Actual of \$41,095.00. Variance of \$2,604.22.
2. Expenses YTD
 - a. \$42,960.39 Actual of \$43,458.00 Budgeted. Variance of \$497.61.
 - i. Over \$5,328.18 in Landscaping
 - ii. Under \$1,768.24 in Streets
 - iii. Under \$3,180.19 in Utilities
 - iv. Under \$996.40 in Administrative for Accounting.
3. Account Balances
 - a. Operating Account - \$1,420.22
 - b. Savings Account - \$6,227.17
 - c. Total of: \$7,647.39

4. Scott suggested that the Board consider an increase to the members' monthly dues to \$20 to ensure the HOA has enough in the reserve for future expenses based on the 2012 Reserve Study. Board will consider this during the first meeting of 2016.

C. Bill Butler (WEB) brought up reviewing/approving 10/21/15 minutes.

1. Homeowner question: who conducted reserve study?

- a. Board Response: Criterium-Pfaff.

2. Homeowner Question: Who owns vinyl fences from mission to Country Vista?

- a. Board response: Individual homeowners own this fence.

- ii. Richard moved to approve 10/21/15 Board meeting minutes, Debbie Fucile second: approved. All in favor and approved.

b. Review of 2016 Draft Budget. Board will convene in Dec to complete the 2016 budget.

- i. Meadowwood

- ii. Garden Ridge

- iii. Grayhawk

- iv. Rocky Hill – we will use savings this year, revisit increasing dues?

D. Director/Member positions open for reelection: Debbie, Richard, Steve.

No nominations from the floor to replace said Member positions.

Richard Haugen moved to keep three Members in said positions as is.

Anthony Frei Second: unanimous approval.

E. Open Forum

- a. Trees missing on Maxwell – trees down that need to be replaced.

HOA sent Homeowner letter to replace trees.

- b. Spokesman review boxes okay to install if no individual mailbox?

No.

- c. Leaves blocking storm drains. City jurisdiction

- d. Sidewalks – need to review annually.

- F. Drawing of Proxy Incentive Gift Certificates
 - a. Home Depot \$50 – Kathy Moens
 - b. Albertsons \$50 – Dennis Martin
 - c. Corkhouse \$50 – Laura Hall

- G. Adjournment: 20:47