



Annual Homeowner/Member Meeting Minutes November 15, 2018

Meeting Started: 1911

- **Members in Attendance:**

- Board Members: (9) Scott Kingsford, Don Toombs, Anthony Frei, Richard Haugen, Mark Saba, John Mellick, Darin Morgan, Wayne Durnin, Charles Matthews
- Members Present: (37) Gerald Dunigan, Mike Pendergrass, Rebecca & Al Scott, Doug Thompson, Sheyann Harrison, Nicole Parish, Richard Ascaso, Gary & Paulette Green, Leana & Gary Fischer, Daniel Defilippo, Barbara Farrell, RObert Hill, Mike Kennedy, Diane Christel, Joline Messina, Bob & Gretchen Loucks, Jo Fightmaster, Barbara Garner, Emily Huhmann, Marsha Binder, Roger Sharp, Sean Jackson, Joe Jensen, Judy Kotar, Joan Berry, Lynn & Robert Atkin, Cathy Mohus, Rich Maes, Linda Kilgore, Lynn Herrmann, James Walker, Kristen Anderson, Michael Shafer, Katie Park
- Members represented by Proxy: (43)
- Total members represented: 89 Quorum of 30% of membership not met.

Due to quorum not being met, the following is for informational purposes only as business could not be conducted. Budget Ratification was able to be conducted per RCW 64.90. A subsequent meeting will be held on November 28, 2018 for Board elections.

- **Reports from Board of Directors**

- **2018 Financial Review: Amounts given as of 10/31/2018**

- **MeadowWood Financials:**

- Reserves Balance: \$19,758.14
- General Savings Balance: \$1,096.24
- Operating Cash Balance: \$77,923.06
- Total Operating income YTD: \$296,273.86
- Total Operating Expenses YTD: \$263,336.42

- **Rocky Hill:**

- Reserves Balance: \$3,167.36
- General Savings Balance: \$82.92
- Operating Cash Balance: \$21,241.92
- Total Operating Income YTD: \$65,371.39
- Total Operating Expenses YTD: \$38,903.11

- **Garden Ridge:**

- Reserves Balance: \$14,405.24
- General Savings Balance: \$30,172.28
- Operating Cash Balance: \$41,300.51
- Total Operating Income YTD: \$80,829.75
- Total Operating Expenses YTD: \$50,834.47

- **Gray Hawk:**



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- Reserves Balance: \$11,363.68
- General Savings Balance: \$4,616.24
- Operating Cash Balance: \$18,742.57
- Total Operating Income YTD: \$16,490.04
- Total Operating Expenses YTD: \$8,409.02

○ **2018 Project Review**

- President discussed reserve study that was conducted in 2017. Reserves study stated that mailboxes may need to be replaced, but only if the HOA was established before a certain date. New information has brought to light that the mailboxes in Meadowwood will not need to be replaced, but rather maintained. The Board obtained a bid and it could be as high as \$50 per mailbox. This could potentially save the association thousands. It is the association's responsibility to maintain the mailboxes.
- Discussed each of the projects on the project tracker and the execution of each. We will carry over into 2019 projects not completed. All Allocated funds will carry over as well.
- Project monuments: Revamping each depending on their need. Landscaping, structure, electrical maintenance.
- Fence Painting: The 7,100 linear feet of HOA maintenance fence is on a 3-year paint cycle. 2018 section (Country Vista & Molter West) was completed in October.
- Private streets: Garden Ridge, Rocky Hill Cottages, Gray Hawk. Assessed annually. Maintenance performed when necessary.
- Broken pipe at Five Fingers Park: Bid was completed and will be done in the spring 2019.
- Tree Replacement along Mission: Half will be completed in the Fall of 2018; half will be completed in the Spring of 2019. Board discussed how bids were received, trees are in high demand and the contractor is having a hard time sourcing. Most of the tree removal and stump grinding is being done in 2018. The contractor will honor the 2018 bid amount into 2019. The City is developing a new ordinance and might require "root deflectors" as new or replacement trees are planted. These deflectors would force tree roots downward, minimizing damage to walkways and streets.
- Sidewalks: City will try and assist with sidewalk trip hazards as much as possible. Check with the City of Liberty Lake for their guideline. Sidewalks are a homeowner responsibility.

○ **Budget Ratification**



- It was determined by the Board that an increase in dues is not required to any member within the association for 2019.
- Budget was ratified per RCW 64.90.

- **Board Member Elections**
 - Positions 2, 3 and 9 are expiring in 2019 and need to be filled. A member quorum was not met at this meeting. This will require a subsequent meeting. That meeting is scheduled for November 28, 2018. Location to be determined and posted online.
 - A question was asked on how much time it takes to be a member on the Board. CCR's and bylaws discuss the duties and responsibilities for each board member as well as officers.

- **Open Discussion**
 - Question on enforcement of HOA rules: Current Management Company is enforcing the current rules as prescribed by the Board. The previous company had not been enforcing the rules the way the Board thought. A Homeowner with a 700 dollar fine asked about the fine process and how letters are sent. Discussed the amount of each fine, how the violation policy was written and filed within the state. Discussed how the fine amounts need to be changed to match the bylaws. Discussion was had regarding waste bins and what it means to not be visible from the street.
 - Member discussed being fined for green bins: Got an email from HOA that he would receive notification from someone soon. Discussed how those are enforced and how the management company goes about those violations. Inspections are done randomly once a week and not on garbage days or the day after.
 - Member discussed a violation and fine where they landscaped the side of the house with trees and shrubs to cover the garbage cans. Violation has been corrected. Address 903 N. Wright.- Motion, seconded and unanimously approved by the Board to wave of the fines.
 - Further discussion on rules and regulations regarding violations, how they are enforced and how they need to be updated. Discussed how board can change the bylaws at a future date. Discussed communication process and how much time should be allowed to adapt to the enforcement changes.
 - Discussed how waiving fines is handled. If violation is repeated within a 12 month period, the owner may receive the entire amount of previous fine.
 - Member discussed how the violations are forwarded to the owner not the current resident. Owner is responsible for any violations. Rentals are still forwarded to the owner listed on the property as they are the legally responsible party for complying with the governing documents of the community.



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- Member asked about home on Settler. Lien was placed on home. Discussed homes in disrepair and how they are handled.
 - A new City Ordinance is being drafted related to property maintenance that may affect the association.
 - Member discussed foreclosure and how the bank worked with the management company to maintain property. Member discussed parking issue in Garden Ridge and if enforcement is being done. Discussed how it was being enforced on private streets not on City Streets. Discussed how parking can be enforced in private areas and what should be done to accomplish that. Management Company is going to look into the parking problem.
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- Meeting adjourned: 2115