

Meadowwood HOA

Minutes – Board of Director’s Meeting
July 21, 7:00 pm – Meadowwood Technical Campus
Building 1 - 24021 E Mission Ave, Liberty Lake, WA 99019

Directors Present:

Scott Kingsford, Rod Segraves, Marsha Binder, Sharon Shutts, Karen Pagliaro

Directors Absent: Eugene Winter, David Jesse, Jacob Andersen

Management Present:

Christina Ross and Robert Guyott

A quorum of the Board was present. President Scott Kingsford called the meeting to order at 7:00pm.

Approval of Minutes: The minutes from the June 21, 2021, board meeting were unanimously approved by the Board via email and were posted to the community web site.

Financial Review: Unreconciled balances through 6/30/2021

Community	Operating	Reserve
Meadowwood	\$132,918	\$118,590
Garden Ridge	\$48,641	\$65,335
Gray Hawk	\$16,751	\$20,687
Rocky Hill	\$75,529	\$23,578

New Business:

- **Snowplow Contract:** The scope of work for the 2021/2022 snow plowing contract was discussed. The Board considered the financial impacts of drafting a request for proposals (RFP) for the automatic commencement of snow removal at a 1”, 2” and 4” depth. In addition to the costs, the Board also considered issues including the use of chemicals, Meadowwood’s priority in the vendor’s schedule and the start time for the plowing. In the past, the community was serviced about every twelve hours. Adjusting the frequency to every six hours was preferred. If the bidders were unable to meet that frequency, the Board requested information as to why.
- **Conditions, Covenants and Restrictions Committee:** Director Shutts, Committee Chair, provided an update on the work being done by the committee whose purpose is to review the current governance and make recommendations on amendments. Invitations sent out to the membership requesting committee volunteers were well received and twelve members now comprise the committee. The tasks have been divided among the volunteers. Discussion regarding the memorialization of current rentals in the Association and vacation rentals like Air B&B or VRBO was held. Management was directed to forward a list of the Meadowwood owners with offsite mailing addresses.
- **CC&R Committee:** The Committee directed management to follow up with attorney Jennifer Aspaas to provide an update on the committee’s work and their desire to continue work on the separation of Gray Hawk to its own Association concurrently with other declaration amendments.
- **Landscaping:** A review of the current condition of the landscaping in the common areas of the Association were reviewed with management. The Board directed management to work with Evan at Clearwater to obtain the costs to restore the electrical wiring to a common area irrigation box that had been inappropriately removed by an owner in the Association.

- **Backflow Testing:** The Board directed management to commence the backflow testing of the Association's irrigation backflow prevention assemblies in late March each year.
- **Association Sidewalks:** Director Shutts moved to have Association Management inspect all the common area sidewalks throughout the association and to provide a report for the Board of any safety related issues. Director Pagliaro seconded, and the motion passes unanimously.
- **Golf Cart Damage:** Directors Kingsford and Pagliaro will work with Darrin from Clearwater on possible strategies and design plan to address the damage to a common area pathway that is being damaged by golf carts leaving the pedestrian walkway.
- **Pumphouse Park:** Director Kingsford reported that he successfully had the city of Liberty Lake come remove the large play tires from the park. Director Binder moved to install a new slide at Pumphouse Park. Director Seagraves seconded and the motion passed unanimously.
- **Little Bear Park:** Since the June meeting, the Board has been considering various strategies to address the deterioration of the bear statues at Little Bear Park. Director Shutts moved to allocated up to \$1,000 towards the repair of the statue. Director Pagliaro seconded, and the motion passed unanimously.
- **Grayhawk Irrigation:** The Board discussed Grayhawk's current irrigation infrastructure. Many heads have broken and need to be replaced. Management was directed to obtain pricing to replace the heads on Pinehurst, side street.
- **Vacant Director Seat:** The bylaws for the Association state that the community shall be governed by a Board of nine directors. The Board has decided to wait for the next election to fill the vacant seat.
- **Installation of New Play Chips:** Director Seagraves moved to install new wood chips under the playground structures at Pumphouse and Five Fingers parks. Director Binder seconded and the motion carried unanimously.
- **Contact@Meadowwood.com:** Discussion regarding the contact email on the Association's website was held. Currently, all emails sent to the address are routed to management and the Board officers. Director Binder stated all Board members should receive the messages. Director Kingsford will make the change at the web site so that all members of the Board will be copied on these messages moving forward.
- **Newsletter Committee:** With some interest from owners wanting to serve on the CC&R committee, the addition of a newsletter/ communication committee was discussed.
- **The regular meeting of the Board was adjourned at 8:52 pm.**