

Board of Directors Meeting Minutes

The meeting was called to order at 7:00pm.

- Directors Present: Scott Kingsford, Karen Pagliaro, Marsha Binder and Eugene Winter
- Directors Absent: Rod Seagraves
- HOA Management: Tisha Goodman and Gil Pierce, Rockwood Property Management

OLD BUSINESS

The Meeting Minutes of September 21, 2022 were adopted by the Board and have been posted to the website. Karen Pagliero expressed her opposition to a motion adopted at the start of the 9/21/22 Meeting regarding Director communication on social media.

Projects Update:

- **Five Fingers Drainage:** equipment has arrived, install schedule is underway.
- **Dog Station Install:** done.
- **Pumphouse Park Replacement:** materials are ordered, install scheduled for Spring 2023.
- **Gardens Monument Refresh:** postponed to next year; working on a new font over winter.
- **No Outlet Sign @ Tanglewood:** to be installed on the existing post shortly.
- **Newsletter Draft Review:** Karen provided content for the Board's consideration and feedback was offered for revision. Karen will work with the author to perfect the newsletter then resubmit for final Board review.

MANAGEMENT REPORT

Aside from the project list update above, RPM's primary focus at this time is finalization of the 2023 Budget and required distributions to the membership prior to yearend. The following discussion was had as part of the budget adoption process:

- Main Assessments will not increase next year. Significant changes include the addition of a master tree program at the rate \$8.4k/yr over the next 2 years to maintain and replace common area street trees.

The Board of Directors unanimously agreed to engage Clearwater for the performance of tree maintenance budgeted over 2022-23, per bid. Furthermore, the Board adopts the Main Association 2023 Budget as presented by RPM.

- Gardens Ridge Assessments are proposed to increase to \$375 and a onetime Special Assessment in the amount \$280 is suggested to be assessed on 1/1/23 in order to reconcile the considerable deficit at which this cost center is operating. The anticipated budget deficit at 2022 yearend is \$28,346 and the ongoing reserve funds at only \$36,969. With the levy of the aforementioned Special Assessment and Garden Ridge Assessment increase, the cost center will be funded according to its reserve study at the end of 2023. To avoid the many consequences and pitfalls of underfunding, RPM encourages the Board to pass an aggressive funding schedule similar to that which has been proposed herein.
- Rocky Hill Assessments are proposed to increase to \$339 to avoid underfunding. The deficit is not significant at this time but so that the Association does not require a special assessment in the near future, RPM suggests the aforementioned increased funding schedule.
- Discussion ensued regarding online voting for future ballot measures, which resulted in the Board's unanimous consent to add a \$2k line item for online voting to the Main Assessment budget.

With no objections, the Board of Directors unanimously agreed to adopt the 2023 Gardens Ridge and Rocky Hill Budgets as presented above.

NEW BUSINES

2022 Annual Meeting Notice (discussion & review) – the Board reviewed and discussed the notice and ballot packet as submitted by RPM. The Board approves the notice for immediate distribution by email and mail.

HOMEOWNER FORUM

Member Comment/Question: *Feedback was offered regarding the newsletter – nobody will read more than one page, so the Board is well served to be selective and brief.* Karen recruited Kim Middleton to assist with a quarterly newsletter moving forward.

Member Comment/Question: What changed with the Gardens Ridge Budget – why are we suddenly underfunded? Contracts and expenses have gone up. Previous budgets provided by management predecessors, and unforeseen transitions, may not have been accurate. With the stability gained with the engagement of RPM, the Board has gained some clarity on the HOA's financial position. Beginning in 2023, assessments will be increased annually according to the reserve study funding schedule.

Member Comment/Question: *Why haven't we bid out our contracts to lower cost?* RPM did assist the Board in soliciting for proposals for certain services. Current landscaping contracts were engaged for multiple year contracts to help with lower increases. Instead of seeing 15-20% increase in pricing our landscaping contracts only increased 5%. More individual services like tree removals, replacements, capital improvement projects do get bid out for best possible pricing.

Member Comment/Question: *Does the HOA fix the common area side of fencing damaged by hail?* No. Common Area fencing structural maintenance (regardless of side) is the responsibility of the Homeowner. If the fencing is wood, then the HOA has a painting schedule on 4 year rotation but all other maintenance is the responsibility of the Homeowner. This includes vinyl fencing.

Member Comment/Question: *LL MDHOA Facebook page is just a place to talk, why does the Board oppose?* The Board does not oppose member discussion on social media, but misinformation creates animosity and breeds larger community issues that are difficult to overcome, especially once its been memorialized on the internet.

Member Comment/Question: *Shouldn't the Board run the meetings?* RPM runs the meeting in the way and manner directed by the Board.

Member Comment/Question: *Why can't Rod Seagraves facilitate online voting since he's in IT?* It's not that simple. For the upcoming election, there will be no online voting, but we do hope to offer that option in the future.

Member Comment/Question: *I was told by RPM it would cost me \$75 to review HOA records but the RCW doesn't provide for a fee; when is the budget going to be sent out for ratification?* Information regarding budget ratification will be distributed with the annual meeting notice. The RCW does provide for the imposition of fees related to the production or facilitation of records review but RPM bills back the

Board of Directors Meeting Minutes

actual expense/cost per our management contract, it does not charge a flat fee for records review. The 2023 Budget Ratification Notice and Annual Meeting Notice will be sent out in the next few days.

Member Comment/Question: *Why was the newsletter I assisted in drafting rejected by the Board?* The newsletter committee was assembled to create a draft for the Board's consideration, which it did. The Board provided feedback to the committee regarding the length of the document, relevant content and certain inaccuracies that must be addressed prior to distribution. If/when the committee puts forth a new draft, the Board is eager to review.

Member Comment/Question: *Are there Director term limits?* The governing documents do not restrict the number of terms a director can serve. The Board is well advised to solicit a legal opinion regarding the creation of term limits.

Member Comment/Question: *Who is responsible for updating the website?* Scott primarily uploads data to the website (free of charge) which is typically compiled and formatted for upload by RPM. RPM can also assist with site maintenance if needed.

Member Comment/Question: *Isn't the Board required to provide 10 days' notice of meetings? Notice to homeowners isn't required for Board Meetings, but Membership Meetings do require a 10-day notice. However, the Board Meeting notices must be sent to the Directors at least 3 days in advance and it must be posted at a prominent place for members to see. To satisfy these requirements, the Board meets every other month, the standing date/time/location is posted to the homepage at www.meadowwoodhoa.com.*

Member Comment/Question: *Why is Scott serving an extra year?* According to the Bylaws, Directors serve a 3-year term and the CCR requires them to be staggered so as to ensure that there's always a returning Director on the Board. If the Association's records confirm that a director's term varied from what was intended, the Board will work together to reconcile.

Member Comment/Question: *Why doesn't each section of the community have representation on the Board?* The Board amended the Bylaws to reduce the number of Directors to 5 for a variety of reasons, one of which was that it was regularly unable to meet the representation requirements.

Member Comment/Question: *People are frustrated by the HOA. How are you going to make it better?* RPM understands that members may be frustrated and/or confused about HOA matters due to recent changes in management and the Board. We are here to help – members are encouraged to call or email RPM with all questions and concerns regarding the HOA: contact@meadowwoodhoa.com or 509-321-5921.

With no other business rightfully brought before the Board, the meeting was adjourned at 9:03pm.

Respectfully submitted,
Melissa Owens, AMS, CMCA
Association Admin, Rockwood PM

ACTION ITEMS

RPM – distribute annual mtg and budget ratification notice