

Board of Directors Meeting Minutes

6pm on August 23, 2023 via Zoom and in-person @ MeadowWood Tech Campus

The meeting was called to order at 6pm by Scott with all Directors present: Zac Scott, Eugene Winter, Karen Pagliaro, Scott Kingsford
38 Members were also present (28 in person and 15 via Zoom), as was Gil Pierce, Tisha Goodman (both in person) Melissa Owens (via Zoom) of Rockwood PM.

Scott reviewed the meeting guidelines and requested that all participants including Directors and Members follow the meeting guidelines to allow for a respectful and efficient meeting.

Rod Seagraves resigned via email on August 3, 2023. The remainder of his term can/will be filled by Board appointment. As such, the Board will post the vacancy on the website and distribute a call for candidates via email to solicit nominees. The nomination deadline is 5pm on 9/17/23 so the Board has sufficient time to review ahead of the meeting. (Eugene/Zach; unanimous)

The June Board Meeting Minutes were approved and are posted to the website at <http://meadowwoodhoa.com/>. (Eugene/Zach, 3/4) Karen declined to approve because certain opinions and actions by attending members weren't recorded. Scott clarified that meeting minutes are intended to record Association business conducted by the Board.

OLD BUSINESS

2024 Landscape bid process update – Gil requested 3-year contract from Clearwater Landscaping. Despite our best efforts, many companies have declined to bid because the community is beyond their capacity. Vaughn discussed the possibility of itemizing certain scopes and/or cost centers but we're still unable to produce additional proposals for Board consideration. RPM expects to have firm numbers from Clearwater next week. Other companies currently bidding project are Greenscape and Inland Lawn.

Digital Neighborhood Map – the map is complete but not yet invoiced. RPM will send the link for Board review before it goes live. The Board will review the link then make the decision to approve payment via email. The Board can then decide if they want to add the link to the MeadowWood HOA Website.

Gardens Monument Refurbishment – To this point, \$1000 has been spent towards clean-up and refurbishment. Through that work, we discovered that the original plan to reuse the existing structure isn't feasible. Before the Board elects to remove the monument completely, Zac will forward his original email to RPM for an initial concept and pricing. RPM will get pricing to remove the existing sign completely and installing of new sign with a new mount. RPM asked the Board to research or provide what font they want the new design. During the meeting a member emailed RPM the font they believed the original monument was which is: Gaby Pro

Compliance Inspections – Tisha reviewed the current process and confirmed the Board's understanding and approval. Upon discussion, the Board approved inspections to be done every other week with RPM doing all the second check for parking violation though the remainder of their management contract.

Management Contract – earlier today, 8/23/23, RPM issued notice of intent to non-renew the management contract. They will fulfill the remainder of the term, which ends on 12/31/2023. The Board approved to move forward with creating a committee to create a scope of work for Board review by Sept 15th. Karen will be the committee chair with the help of Zac to solicit members for the

Board of Directors Meeting Minutes

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committee. Once approved, the scope will be sent to contending management companies for consideration and response. Scott suggests the Board set some baseline criteria for the candidates to produce at least 2 Board-run communities of 500+ doors each. Committee will also provide a list of companies for Board review by Sept 15th.

ARC process changes – RPM has been processing MeadowWood HOA Arc's even prior to their management of the HOA so the new management contract scope of work should include ARC oversight. RPM will no longer be responsible for processing ARC applications once their management contract ends. The ARC has the option to charge a reasonable fee to review applications but has not done so and has had no discussion about starting to charge a fee.

Hybrid Meeting Format – the Board conducted tonight's meeting via hybrid format (Zoom + in person attendance) and will continue to do so provide this option if/when reasonably able.

Director Karen Pagliero made a motion to appoint Linda Ball to the open Board seat. There was no Second to that motion.

Financial Report – Treasurer – Karen indicated that the items she planned to discuss in her report were discussed during previous agenda items and no addition information to report.

HOMEOWNER FORUM

Bruce commented that RPM has done a good job but he's willing to join the committee to help find a new service provided, as needed.

Member asked why was RPM managing ARC process before it became the manager? RPM was the first property management company hired by Declarant so as the management company they were responsible for processing the applications and they were compensated as part of the management fee structure. When a new management company was hired, the ARC process wasn't turned over to the new management company, though we're not sure why, and RPM continued to process ARC applications without financial compensation for several years. RPM can no longer continue this responsibility without compensation so when their management agreement ends on December 31, 2023, this responsibility will need to transition to the new management company.

Member suggested that the Board select from the previous candidates rather than requesting additional nominees, which delays the appointment.

Member asked why wasn't the association divided into sub-associations rather than one big community with variable assessments and is division worth considering? Joe responded that Director volunteerism is challenging so finding five members for multiple associations can be challenging. In addition, he pointed out there is often a cost advantage when bidding out contracts for a larger scale community but that this was a subject that is worth member discussion should it be something they feel is important. Scott added that the requirement to amend is 67%, which is a considerable undertaking and thus could make separation difficult.

Joe commented that it's been long enough since the last election that it's worth soliciting additional candidates from the membership. Additionally, he added that as a business owner and community member, he stays away from social media because it promotes misinformation and stirs animosity.

Board of Directors Meeting Minutes

6pm on August 23, 2023 via Zoom and in-person @ MeadowWood Tech Campus

Karen asked about the process of designating a community 55+ in reference to Garden Ridge. If they wanted to break away like Grey Hawk, could they do so and what would it take? This is a question for an attorney.

A member expressed concern about the process of appointing a replacement Director, stating that it's biased. This process is an industry standard, which is outlined by both State Law and the Bylaws.

A Member complimented the Board and Management on hosting an efficient and professional meeting. He went on to express frustration regarding discord among Directors and called for resignation(s) from those that can't work together. It's his preference that the Board open nominations for additional candidates before appointing a replacement director to serve the remainder of Rod's term.

Another Member applauded the Board for leading an effective meeting tonight.

When will the minutes be produced? Do we have to wait until the next meeting for approval? As per the usual process, the Board will review tonight's minutes and if possible, approve for posting to the website promptly. If there's a debate, minutes approval must be postponed to the next Board Meeting.

What happens if an owner fails to comply after receiving a violation notice? The Board/RPM follows the enforcement process outlined in the governing docs.

Broken tree stakes and tree stump need to be removed along mission. Member also asked that grass be replanted where trees were removed.

Another Member requests that the Board follow the Democratic Mandate to fill the Director vacancy. He provided specific examples of RCW's and sections of the governing documents. Tisha asked that he submit this request and supporting data to contact@meadowwood.com.

With no further business meeting was adjourned at 7.45pm.

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