

# Board of Directors Meeting Minutes

7:00pm on November 24, 2025 via Zoom



## IN ATTENDANCE

HOA Directors Vicky Makussen, Diane Grecco, Janet Schmidt and John Nagel

Rockwood Property Management (RPM) – Tisha Goodman

There was a quorum.

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## CALL TO ORDER

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

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## BOARD OFFICER NOMINATIONS

The floor was opened for nominations of the officers.

Janet nominated John for Treasurer; Diane seconded the nomination.

The vote was unanimous.

Janet nominated Vicky for President, John seconded the nomination.

The vote was unanimous.

Vicky nominated Diane for Vice President; John seconded the nomination.

The vote was unanimous.

Vicky nominated Janet for Secretary. John seconded the nomination.

The vote was unanimous.

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## OLD BUSINESS

Rockwood Property Management 2026-2027 contract.

Vicky:

During our lengthy discussions during the budget meeting on October 15<sup>th</sup>, the board neglected to approve the contract renew for property management services with Rockwood.

RPM has been very responsive and supportive in working with the board. The contract will be for two years with no price increase for 2027.

Tisha explained how the GL accounts work and how each neighborhood has a separate set of GL codes to track their specific income and expenses.

On page 6 there was a small increase of .25 per door for management fees.

There is a transfer fee when a home is sold and transferred to the new buyer.

We have contracted for 52 inspections per year. Any additional inspections requested by the board will be bill as a separate charge at \$65 per hour See page 13 for a list of the fees for additional services.

Mailing rate will increase from \$1.25 per piece to \$1.50 per piece.

The contract passed unanimously.

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Tisha has created a spreadsheet to track fee waiver requests.

Diane mentioned there was a new law regarding mediation for homeowners in default and their home will be foreclosed on. A mediation meeting is a prerequisite and must be offered before a foreclosure can happen.

Tisha and Gil are going through the new RCW changes that effect the HOA. They will report their findings to the board.

John asked a question about section 6 in the contract, appointing a single contact with RPM.

### **MEMBER FORUM**

No members were in attendance

Meeting Adjourned at 7:27pm