

# Board of Directors Meeting Minutes

7:00pm on January 21, 2026 at Liberty Lake Library and Zoom

## **IN ATTENDANCE**

HOA Directors Vicky Makussen, Janet Schmidt and John Nagel

Homeowners: Marsha Bender and Maryanne Mack

Online Attendees using Zoom: Stephanie

Rockwood Property Management (RPM) – Tisha Goodman and Gil Pierce (via Zoom)

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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## **MEMBERS FORUM**

Vicky announced there are new rules effective 01/01/26 about how HOA's conduct their board meetings. One of the new requirements is that the Homeowner's Forum takes place at the beginning of each meeting and 15 minutes is allotted.

The floor was opened for homeowner comments; there were none.

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## **COMMITTEE REPORTS**

There were no committee reports

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## **OLD BUSINESS**

### **Board member election results:**

President-Vicky Markussen

Vice President-Diane Grecco

Treasurer-John Nagel

Secretary-Janet Schmidt

Member at Large-Ashley Barker

### **Capital Projects**

- Main:
  - Common area sidewalks on budgeted. The City of Liberty Lake is reviewing their sidewalk master plan and Gil is attending those meetings to see what their program is before moving forward with repairs.
  - Normal annual fence painting is budgeted.
  - Tree replacements are budgeted.
  - Asphalt maintenance is budgeted so this will be reviewed to determine if and where there is need.
  - Site furniture (dog stations, park benches, etc.) is budgeted so this will be reviewed to determine if and where there is need.
- Garden Ridge:
  - Nothing new budgeted.
- Rocky Hill TH's and Cottages

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- Asphalt seal coat is budgeted. This will analyzed and scheduled once the asphalt companies are working. The company that did Garden Ridge, last year, will do this project.

Gardens Sign; no date set for installation.

### **Minutes 11/24/25**

Board meeting minutes were approved.

### **Treasurer's Report**

John researched the possibility of reducing the scope of our annual audit and since the requirements will change in 2028, so there is no benefit in doing this.

John recommended that we create a process for doing our own internal audit to ensure sound financial practices are being followed. He will draft a process and present it at the board meeting in April.

### **NEW BUSINESS**

#### **WUCIOA**

New rules effective 01/01/26. The board is working on making sure we are compliant.

We can no longer approve minutes via email so the board will post the minutes to our website as “**PENDING/NOT APPROVED**” and will approve them during the next board meeting.

#### **2026 Meeting Schedule**

- April 15<sup>th</sup>
- May 20<sup>th</sup>
- July 15<sup>th</sup>
- August 19<sup>th</sup>
- October 21<sup>st</sup>
- Annual Member Meeting November 18<sup>th</sup>
- November Board Meeting-TBD

#### **Garden Ridge Fence Panel Repair**

The board approved the Dan Laundry repair and replace the fence panel that was damaged in November.

#### **Member Fee Waiver Requests**

There were four violation and late fee waiver requests. Vicky suggested that the board draft a policy/process for approving/denying these requests. Janet and Vicky will draft a policy to be reviewed at the April 15<sup>th</sup> board meeting.

- Account # 106407360; board approved an extension for siding repair until June 30<sup>th</sup>. If the member requires additional time, they will need to provide documentation that provides proof that additional time is required.
- Account # 106407950; board approved reversing the \$100 vehicle violation fee. The violation will not be closed so if this member violates the vehicle violation policy again, it will move to the next violation level which is \$200.

The Board elected to defer decisions on the other requests until the policy/process is adopted. RPM will communicate the decisions to the members.

Meeting was adjourned at 8:06pm