

HOA Board Meeting 4/26/2025

Meeting called to order: 09:02 am

In attendance:

Mike Stevens	Rita Flaherty
Shannon Re	Kathryn Schultz

Absent:

Mitchell Urrutia	Jason Scheffer	Bob Flynn
Meredith Porter	Steve Richard	

Welcome/introductions, approval of minutes

- Meeting minutes were sent out in advance for review. Motion to approve by Rita, second by Kathryn. Meeting minutes approved.

The Treasurer reported on current finances

- 1st quarter treasurer report reviewed (Attachment 1)
- All dues have been paid as of March 14, 2025.
- The 2024 Financial Review Checklist was signed.
- Tax Return for 2024 has been filed.
- A discussion surrounding the continued use of PayPal was brought up. There is no way to separate from a personal user account, therefore it puts too much financial liability on the account holder (a resident of the neighborhood). It was decided that the account would be canceled, and we would no longer use PayPal as a payment method. Venmo, Zelle, & Bill Pay are all still available options with less fees.
- The board also discussed that a 1099 should be provided for any business that receives payments in excess of \$600. Currently that is only the landscaper. We should discuss this for next year and consider how to proceed.
- Rita has also requested a more consistent billing process with the landscaper. We do not receive bills on a routine cadence and do not receive any breakdown of services, including work that was done and dates it was performed.

Committee Reports:

- Architectural:
 - The solar panel install for the Urrutia residence was completed yesterday.
 - There are no other projects currently.
- Maintenance:
 - It is recommended that the maintenance committee review the state of the swing set, mailbox clusters, common area landscape, and play area boarder.
 - The 4x6 play area boarder needs replacement.

- The mailbox clusters also need routine cleaning. In the past it has been requested that this be done by the homeowners/residents, however, it is not typically done or if it is, it falls to the homeowner where the bank sits. The board agreed that hiring someone to do the maintenance would be the best course.
- The sidewalk strips at the entrance are in their 3rd year and continue to be maintained by Mike Stevens and he is happy to continue this. Mike has reached out to the adjacent owners regarding watering maintenance for the summer.

Old Business:

- The Declarations review have been completed by the board and are in final phases with the Condo law Group regarding final adjustments. Once final copies are received, Mike will draft a cover letter to the homeowners that will be included with the information that is sent out. The documents that will be sent out to each homeowner will include new Declarations, Bylaws, Fines & Enforcement guidelines, a letter from the Condo Law Group outlining the changes to the documents, the cover letter from Mike, a ballot, & a self-addressed stamped envelope for returning the ballot. Ballots will require signatures. An email & Facebook post will be sent out prior to mailing the documents to alert everyone of their impending arrival. The timeline for this is as follows:
 - 5/15/25-5/31/25: Final documents received from Condo Law Group
 - 6/15/25: Printed packets processed for mailing
 - 6/22/25: Documents mailed
 - 7/31/25: Ballots due
 - 8/9/25: Results announced at annual meeting

New Business:

- Annual Meeting
 - The annual meeting will be held Saturday, August 9, 2025, at 10am in the Ebony cul-de-sac.
 - Agenda will be confirmed at the 7/26/25 board meeting.
 - Topics include:
 - Succession planning:
 - Shannon, Bob, & Mitch will remain on the board next year. We will need to recruit 1-2 additional members. All others have completed their term.
 - Shannon will transition to president for one year. A new VP/Secretary will need to be appointed. The transition plan will be as follows: 1 year as VP/Secretary. 1 year as President in the second or final year on the board. If second year, they will transition to a member at large for the 3rd year to serve as a resource to the new president.
 - Possible recommendations for new members include Renita Olsen & Mike Mosa.

Next regular meeting is on July 26, 2025 @ 9:00 am @ 7744 Peridot Place NW.

Meeting adjourned @ 10:00am