



MEETING MINUTES

SPECIAL MEETING AGENDA

March 1, 2023 @ 5:30 pm

Virtual meeting via Zoom (5:20 check-in)

<https://us06web.zoom.us/j/82052281759?pwd=TENXbXBDOFAxaDA5cFRoWCtTZVQyZz09>

Meeting ID: 820 5228 1759 Passcode: 052263

By phone: +1 253 205 0468 or +1 669 444 9171

1. **Call to Order:** 5:38pm. All Board Members were present. Kesslyn served as President. Fred as Vice President. Kathleen as Secretary/Treasurer. Ike and Raechel served as directors.
2. **Proof of Notice of Meeting:** Yes, mailings acknowledged to all members 10 days before meeting notice and email save the date 15 days before and agenda sent 4 days prior.
3. **Approval of Minutes of Preceding Meetings.**
 - a. Minutes of Meeting held January 10, 2023 Special Meeting: Kesslyn Motioned. Kathleen Seconded. No Discussion. Motioned passed unanimously.
 - b. Minutes of Meeting held February 23, 2023 Board Meeting: Kesslyn Motioned. Ike Seconded. No Discussion. Motioned passed unanimously.
4. **Reports.**
 - a. President – Updated about work sessions. Road Maintenance we set up a schedule on how to dispatch for snow plowing. Update about proposals to Evans. Applied for Borough Grant. Posted all meeting recordings on website. New pop-up on website to report on road conditions, work session on Overnight Rentals. Suggestions to change Overnight Rental Application Process, and Feedback about structure of work sessions – everyone can unmute or talk during work sessions, they are very different than meeting.
 - b. Vice President – no report besides a lot of actions on the roads with snow removal
 - c. Treasurer – 2022 Year End Finalized – We ended the year as planned. \$7,862 in net income. We started the year with \$27,817 in checking/savings. We have \$6,095 in past dues. 68% of 2023 member dues have been paid. It was asked to please consider on time payment to ensure efficiency and to lesson administrative costs.
5. **Waiver and Permit Requests.**
 - a. Review and BOD vote on ONR applications received by March 1, 2023 – 2 overnight and 1 business application. Discussion with board and members. Ike motioned to vote on all 3 to accept, Raechel seconded. No discussion. Motion carried 4-1.

- b. Alaska Chateau Overnight Rental –Mr. Trumbell requested a waiver. The Waiver document was shown to all members and discussed. Kathleen made the motion to approve the waiver, Raechel seconded. No discussion or questions. Motioned passed unanimously. Kesslyn to follow up with Mr. Trumbell.

6. Committee & Unfinished Business.

- a. Road Contract review and vote by BOD – Discussed the RFP that was put together during the work session. Kesslyn discussed with Dave Evans and he was looking for a 3 year contract. Discussed that would be a good idea to lesson our admin and accounting expenses and to have 3 year security for both HOA and Evans. Reword “as the cashflow supports” for the 3 year contract. Kesslyn will continue to work with Dave to nail down this 3-year contract. Reminder to please remove all trashcans and items from the roads so they can operate efficiently. Also noted that the roads have been getting wider and to at some point measure the width of the roads.
- b. Resolution Work Sessions Update – We had 2 Road Maintenance Meetings, 1 Overnight Rental, March 21st there will be one to finish up the Overnight Rental and P-001, April 4th finish up P-001 and Lot Inspections.
- c. Vote by BOD on Resolution P-003 Overnight Rental Application and Fee (Kesslyn) – Discussed about annual fees and why overnight rentals are targeted, discussed the purpose of the application and what the Declaration states, suggested changing the form to an Annual Business Survey. Member comment that it is hard to operate a business if you must be approved annually. Discussed to move annual approval process to earlier in the year like when they are ready to take reservations. Reminder to all that the Board is restricted to do whatever the Declaration says to do without a change to the by-laws. Decided to keep things the way they are until more work sessions.


7. New Business.

- a. Vote by BOD to change Jennifer’s title as Assistant Secretary but with no voting rights – Change title so business insurance which is required by the HOA insurance will cover Jennifer as well. This lessons costs. Fred motions to add Jennifer Baysinger as Assistant Secretary to the HOA. Ike Seconded. No Discussion. Motion passed unanimously.
- b. Borough Grant Application – We applied for our first grant. It was a \$8000 Road Maintenance Grant. Borough suggested that our IRS tax status may not meet borough codes. We will find out end of April if our application is pushed forward for review.
- c. Improve Communication and Reduce Cost – discussed members waiving their right to a physical meeting notice. This would eliminate overhead costs and save HOA money. HOA would still notify via email. Option to modernize. We will still follow State Law. Kesslyn and Jennifer to create a waiver.
- d. Annual Business Survey and Fee – To gain a better sense of businesses operating in the subdivision and to be able to state that in grant applications. Member comment to not charge nonprofits fees, but another member comment that a business is a business. Discussed if we would lump monthly rentals into the yearly annual process.

8. **Next meeting date.** Tuesday, April 25th at 5:30pm.
9. **Member comments.** Healy Spur Road Rehabilitation Project is scheduled for this summer. Link to DOT project is added under “News” on the HOA website. Be aware of accessibility changing coming during that road project.

The meeting was adjourned at 6:54pm.

Tri-Valley Subdivision Homeowners Association, Inc.



Kathleen Kelly, Secretary