

FRAGARIA LANDING HOMEOWNERS' ASSOCIATION
Quarterly Board Meeting Minutes
December 6, 2021

The FLHA Quarterly Board Meeting was held via ZOOM. Safety measures have been implemented due to COVID 19.

Present: Elaine Herrera, President; Beth Lohr, Vice President; Michele Benson, Secretary; Lori Riis-Vestergaard, Treasurer; Robert Miller, Elected Board Member; Colleen Miko, Elected Board Member; Jeanette Guillaume-Marshall, Elected Board Member; Jan Salomon, ACC Member; Bertha Brooks, Guest; Joseph Kopta, Guest; Brenda Godlove-Legred, Guest; Chaz Aranita, Guest; and Kauai Aranita, Guest.

Treasurer's Report:

- The Treasurer's Report was accepted as read. (Copy attached).
- The proposed annual budget has been ratified (accepted) and the 2022 assessment invoices have been distributed to members.
*(Info added to minutes post meeting: 19 households approved, 1 reject, 26 no response)

Secretary's Report:

- The minutes from the September 13, 2021, FLHA Quarterly Board meeting were reviewed and accepted.

ACC Report:

- The ACC report was submitted by Carol McGhee and presented by Elaine Herrera.
- **ACC Report Dec 6, 2021:**
 - **Approved:**
 - 1/06/2021 8506 Landing Lane Landscape plan change—Remove trees in wooded area to allow future garden and fruit trees

Old Business:

- **Front Entrance Status Update on Lighting and Signage:**
 - **Status update:**
 - Jeanette reports that no further action has been taken pending the completion of the neighborhood survey.
 - Jeanette also reported that the beach steps in Olalla appear to have been built without a permit and therefore, not relevant to the FLHA beach project.

- **Neighborhood Survey**

- **Bus Shelter at Entrance:**

- An additional question has been added to the Neighborhood Survey that asks for feedback regarding the need for repair of the deteriorating bus shelter at the entrance of Landing Lane.

- **Schedule and Roll out Options:**

- A discussion was held regarding what would be the best method to use for Neighborhood Survey. It was decided that Survey Monkey is the best option.
 - Elaine will purchase the Survey Monkey program after Board Members sign off on the Neighborhood Survey. She would like to obtain the sign off within the next couple of weeks so that she can start building the survey.
 - Elaine will address the concern that only one survey per household is submitted.
 - The general membership will be receiving notice of the upcoming survey prior to actual roll out.
 - Concerns such as low response rate will be addressed once the surveys have been tabulated.
 - Elaine will submit a tentative roll out survey to Board Members prior to February 2022.

- **Operations Manual Development:**

- Bob reports that the spreadsheet is done. He will forward it to the Board for feedback.
 - Lori has put together a description for the Treasurer position.
 - Lori has also developed a current and past vendor table with associated details.
 - Board members should bring their position description and ideas for succession planning to the march Board Meeting. Elaine would like to have something tangible to roll out at the Annual Meeting in May.

New Business:

- **Caley development:**

- Concerns were expressed regarding the development of the Caley property behind our neighborhood. The concerns focus on potential use of our road and easement to access the new development. A special meeting will be convened in January with interested FLHA members to discuss this easement's parameters, options, and strategy for safeguarding our road.

Next Scheduled Meeting:

• FLHA Quarterly Board Meeting:

- March 14, 2022
- 7 pm
- Location: TBA

Meeting was adjourned at 8:04 pm.

Minutes submitted by Michele Benson; FLHA Secretary