

Four Seasons Park

HOA Board of Trustees Monthly Meeting

2/18/2023

Trustees present: Theresa R. Lehman, Nick Spurrier, Tom Cline, John "Duke" Mehlhaff, Judy White (phone), Cameo Little, Brian Steinmetz, Kathy Villegas

1) Called to order 1:00 pm

Members present were introduced.

2) Minutes for 1/14/2023 approved with correction: 1 lien was removed.

3) The following offices and chairs were approved:

President Theresa Lehman

Vice-president Tom Cline

Secretary Kathy Villegas

Treasurer Nick Spurrier

Website Chair Cameo Little

Roads Chair Duke Mehlhaff

Grounds Chair Brian Steinmetz

Water Chair Tom Cline

Trustee terms of service were clarified. It was agreed that Cameo, Nick, Duke and Theresa will stand for re-election December 2023; Judy, Kathy, Brian and Tom December 2024.

4) Treasurer's Report

January 2023 report reviewed and outstanding bills were approved for payment.

Nick is working to get updated status on liens. CPA is auditing 2021. Nick recommends we have an annual audit. It was also recommended that the Park no longer accept cash.

5) Grounds and Water

Tom reported that there were no issues the past month with water levels.

There were some issues with trash being lost from trucks and cleanup required.

There was a question about the number of water tests required. 2023 regulations require twice-monthly checks, with more, if problems are identified. It was suggested that test results should be kept on file.

6) Roads

Duke discussed the meeting with Tim O'Connell, WA State USDA. The problem areas identified were: tsunami plan, roads, water system. Duke is investigating a grant for the tank, and Tom is working on assessing the condition of water lines. Alternatives interfacing with PUD and possible costs were mentioned. Work continues on installing meters on members' properties to comply with WA State regulations. The budget allows for installation of 10 meters this year.

Theresa plans to contact Derek Kilmer later this year and hopes to seek his help with Park major needs.

7) Old Business

Duke is still working on the emergency gate issue and an auto-opening feature.

Cameo plans to meet with Clallam County emergency management.

There was discussion of motorcycle club's use of Park roads. A letter was sent last fall, and the certified letter was refused. Theresa will send them a letter.

8) New Business

Nick requested an external storage device. Approved.

Adjourned 3:13 pm.