

## **Garden Grove Condominium HOA Meeting Minutes**

Held on site at Presidents home

**02-27-2018 - Called to Order at 6:56pm**

### **ROLL CALL:**

Homeowners present: None

President - Chip White

Vice President - Eric Wilkins

Secretary - Marykate Wilson

Port Gardner Property Management - Tom Gish

### **INTRODUCTIONS:**

Meeting at Chip's Home.

Homeowner Question and Answer: N/A

### **OLD BUSINESS:**

Previous Meeting Minutes: Formally Approved:

Monthly Financials Reviewed:

Delinquency & Attorney Report Reviewed:

### **OLD BUSINESS UPDATES:**

**Parking Update:** Creating five spots at the south side of the property has not yet begun. Trees will need to be removed. Three parking spots at retention area are in the works. Painting parking space lines is needed.

**Fence installation is completed:** Final Walk Through is pending. There is fence work and fill needed at 818 building. This is in the works. One of the dumpster fences has missing boards and another, the pole to keep the gate closed is not working. These issues will be resolved soon.

**A Garden Grove Website is being created and will be introduced to homeowners shortly:** Tom will create the website using a format and style of a property that Port Gardner currently Manages. The board reviewed the site and was pleased with the content. Our site will contain contact phone numbers, Insurance certificates and monthly meeting minutes, just to name a few. Note: Meeting minutes to the site will start with the Jan 2018 approved minutes. We will not be going back and posting previous years minutes.

**Garden Grove Email Address:**

A Garden Grove email address is being looked into. The email would be created to report Neighborhood Watch issues only. Someone other than a board member would need to take this on and monitor the incoming emails.

**Annual Meeting is coming up in March:** Board is reviewing agenda topics. Earthquake Insurance, gate at entrance, possibly launch Garden Grove email and website, Homeowners buying quality bird seed. Remind homeowners to leave their porch lights on at night. Also, It would be good to see more porch lights on when first entering into the complex.

**Drainage Issues on south side of complex:**

Bodine Construction has been contacted. They will call Tom to let him know when they will be coming out, as Tom wants to be here to look at the issue first hand.

**Elastomeric/flashing on decks.** The workers left lumber and other items behind. Company is being notified to come and clean up. Tom is following up with them.

**Cleaning the mailboxes doors:** Board member has completed the cleaning of the fronts of the mailbox doors.

**Handyman Repairs:** The board would like to try out other companies and not give 100% of our business to one company. This will allow us to seek out the best repair companies who do consistently good work. Tom has a couple of companies for us to try out.

**NEW BUSINESS:**

No New Business.

**Meeting adjourned at 7:20pm - Next Meeting is: Annual Meeting March 27<sup>th</sup> 2018**

**MEETING INFORMATION:**

**The Board at each HOA Meeting reviews monthly Financials and Delinquencies.**

**HOA Monthly Meetings** are held the 4<sup>th</sup> Tuesday of the Month at 7:00pm with the exception of the months July and December. Homeowners are welcome to attend the HOA meetings.

**NOTE:** Due to Homeowners not attending the HOA Monthly Meetings, the Board has opted to have the Meetings on site at various Board Members homes. If Homeowners desire to

start attending the Monthly Meetings notify Tom at Port Gardner Property Management. The Board will then move the Monthly Meetings back to Garden Court Retirement Center located at 520 112<sup>th</sup> St SW, Everett WA 98204.

**The Annual Budget Meeting** is held in the month of November. Homeowners are notified and encouraged to come.

**The HOA Annual Meeting** is held the Month of March. Homeowners are notified and encouraged to come and if unable to attend, please submit your proxy to a Board Member or a neighbor who will be attending the meeting.