

**Belfair Acreage Tracts Association (BATA)**  
**Monthly Board Meeting - February 15, 2026**

*DRAFT Meeting Minutes prepared 2-20-2026 by T. Lazo  
Send input/corrections to [bata.hoa@gmail.com](mailto:bata.hoa@gmail.com) prior to next monthly meeting at which time minutes will be made final.*

**BATA Board Meeting held February 15, 2026**

**NOTE** – During the one hour prior to the start of the board meeting, the Treasurer had brought the financial books to make them available for review by BATA members. The BATA community members were informed of this opportunity by notification on the website, a sign posted at the entry to the community, and it was also in the last month’s minutes. One community member came early and talked to the Treasurer about the books.

**Location:** HUB Senior center, Belfair (meeting will continue to be held at this temporary location until the Belfair library renovation is complete.

**Attendance:** Beside the five board members who were present, there were three community members in attendance. Quorum of board achieved.

**Start:** Meeting called to order at 4:32 PM by Board President. Sign In sheet and copies of the agenda were provided.

**Roll Call of Board:**

- Elayne Stodola (President) – in attendance
- Mark Case (Vice President) – in attendance
- Terilynn Lazo (Secretary) – in attendance
- Robert Maxwell (Treasurer) – in attendance
- Terri Maxwell (Director Five) – in attendance

**AGENDA review:** Copies of the meeting agenda were made available as a handout. President asked if there were any changes. No changes were suggested. VP made a motion to accept the agenda. Director 5 seconded the motion. All voted in favor. Agenda accepted.

**Rules of Engagement:** Copies of meeting rules of engagement were available by the sign in sheet. President made sure all had a copy. (Note that in our meeting minutes “CM?” indicates question or comment from a community member or guest. Full names of those not on the board will not be shown unless requested or approved by the commenting attendee.)

**Minutes of last month’s meeting:** Secretary had posted the draft minutes of the previous month’s board meeting to the website by the end of last month. Secretary reported that there were no emails identifying corrections or comments on the draft minutes at last check. Secretary asked if any board members had received comments by phone or otherwise. None were received. Secretary made a motion to accept the draft minutes of the January meeting as final. VP seconded the motion. All voted in favor so motion passed. Final minutes will be posted to website along with draft of this meeting’s minutes.

**Treasurer Report:** Treasurer provided the following financial information:

Bank Accounts (based on bank statement through end of last month):

Previous Month Checking balance reported		\$ 33,081.24
Incoming dues received	+	\$ 34,152.00
Expenses*	-	<u>\$ 15,327.15</u>
End of Month Checking balance reported this meeting		\$ 51,906.09
Savings account balance		\$ 10,014.82

\*Expenses were primarily for roadwork (\$15,218), and Microsoft 365 (\$108).

Dues payments: Treasurer reported that 50 properties are paid in full. There are 74 properties that owe some or all of their dues totaling \$86,546. Of these 20 properties have been reported to collections totaling \$52,405. He asked for an update from the collections attorney but didn't get the update prior to the meeting. Pres asked about the foreclosures. Treas said he didn't have any new info but needs an update from the attorney.

CM? – With 74 properties not paid, isn't that worse? Pres explained that it's a new dues year and some of the 74 are partially paid or are on a payment plan which is allowed. The 74 is just a total of those that didn't pay the full year up front.

CM? – Is there a way to pay be Zelle or can they get BATA's account number to set up auto pay? Treas – Zelle won't work because it only works for personal accounts or BATA would have to pay to get an account with Zelle. Secretary explained that auto pay can be set up without having BATA's bank account number. When you set up auto pay it's not asking for the account of the company you are paying, it's asking for your account with them. For example, if you set up autopay with your bank or credit union to pay your monthly phone bill, they're not asking for Century Link's bank account number, their asking for your account number with Century Link so that when Century Link receives the payment from your bank, they know which customer account it's for. So, when you set up auto pay to pay your dues you can just put your tract number in the place where it asks for your account with BATA. Treasurer agreed that the tract number would be best. Just put BATA TR and the number. CM agreed that sounded good.

Treas – the BATA phone needs to be recharged with minutes this month. He received an email. Used Venmo last time so need to replenish it. Needs to be done in Feb. Pres has phone but didn't bring it. Will make arrangements with Treas to meet and take care of it.

**COMMITTEE REPORTS (NSTR = Nothing Significant To Report):**

**BYLAWS COMMITTEE** (Secretary=Committee Chair): Secretary gave an update on the progress with the governance documents. Sec had built a large spreadsheet that captures all the elements of the RCW's that need to be addressed in the documents. Spent time updating the spreadsheet to the changes in the RCW's that came out in 2025. Many changes. Had a bylaw committee meeting on 2/1/2026 and gave a copy to the VP who is on the committee. There are over 200 items, so it's extensive. VP explained how the previous laws for condos and HOAs were separate but that they are now combined and more complicated. Sec made a matrix with the documents to keep track of the changes. It's quite a lot of work but is progressing. Sec explained that once we have drafts with the legal changes and the versions with the community requested changes, will hold meetings with the community and put them out for all to review. Once we get a version that most in the community are okay with, we'll then get the attorney review before we do any final voting. If we can't agree and vote on a version with community requested changes, we'll have to go with the version that only incorporates the legal changes

and nothing else because the law requires us to align with the updated RCWs by January 1, 2028.

CM? – So, if we can get a version that's customized to our HOA and can get people to vote, it's better than just the legal updates only? Pres – yes, there are some outdated items in the governance docs that could be cleaned up if we can get folks to agree and vote. People can come to the bylaws committee meetings like any of our other committee or board meetings.

CM? – Who is responsible for enforcing the rules? Treas – depends on what it is. Some things the county or state services (like the health department) can enforce. Pres – It's difficult for any HOA member to enforce the restrictions or rules. We try to talk to people but it's not always easy. Dir 5 – HOA board members are volunteers and aren't going to risk their lives to go on the property of people who are threatening.

CM? – What is the percent of people who have to vote for document changes? Sec – believe it's 67% but will double check. VP – could be the roll down vote until we get a quorum.

CM? – On future bylaw committee meetings when you're ready to discuss with the community, can you have a meeting by zoom or video so more can participate? Sec – great question and yes, the bylaw committee did discuss that and we definitely want to do that to get more owners involved. Some owners are out of state. They may not be too interested in current potholes, but they will hopefully be very interested in document changes. Dir 5 – the reason we don't do it for regular meetings is the cost. Had checked into zoom but it's another added expense. Discussion about possible low-cost options. Another CM volunteered to help facilitate if use zoom because they do that for their job. Sec – will keep looking into options.

**ROADS COMMITTEE** (Vice President = Committee Chair): VP reported that the contractor has been out doing more grading and also put some rock down. Almost out of winter and overjoyed with how it's looking. Discussion about compliments residents are getting on the dirt road from people and vendors who come to their homes.

VP – S curves look like their holding so far regarding the tree removal area. As long as the slope is holding, we're okay. Can't do anything about what they've done since it's outside of the HOA, but if our road starts to sluff, we can do something. Pres asked if they aren't supposed to replant. VP – It's a land clearing company and not in our HOA, so they just have to follow what's in their permit. Our contractor said if the road holds over the next 3-5 years, we should be okay.

VP – regarding side roads, work was done on Tepee with rocking and ditching. Complaints about why the ditching isn't deeper. The issue is how shallow the utilities are. Will have to build up the road surface which will take longer. Baker CT will also be done.

CM? – What about Hitthe Rd? Sec showed the BATA map on a screen and explained that the subdivision happened after the HOA was established and the maintenance agreement on the access road for those subdivided properties is among those homeowners. VP – there are a couple of side roads like that.

CM? – Are we allowed to use rock from the rock pile for potholes out by the corner? Pres – can use it for where the side road connects with Razor within the easement of Razor. CM described where it is. Pres suggested VP go out and take a look and confirm. VP agreed to come out after the meeting and look at it.

Pres – price of rock has gone up a lot. Contractor has been using Gorst quarry and at one time they ran out. But trying to pack it on so the road will be more solid. Will still have potholes in some areas but hopefully a lot fewer.

CM? – Is there a kind of black rock that is better? Pres – yes, they have used some basalt. VP – it does hold up and the Gorst quarry is where it is coming from. CM – even if it's a little more expensive, maybe should consider it. VP – can only get so much. Have been getting the amounts the quarry doesn't have allocated to other contractors so we're getting the best price we can. Pres – have learned a lot about gravel. Each road area and side road has individual situations. Discussion about side roads and how to get gravel on Baker when can't turn around. May have to have the contractor back in. VP to discuss with contractor.

Pres – getting many positive comments about the condition of the road. CM – yes it's so much better! Several years ago the potholes were so big, you could lose your car. Pres talked about S curves and how keep adding rock because it can get slippery with silt draining onto the road. CM agreed that is helpful.

Pres talked about the logs along the drop off on the side of the S curves and the reflectors the contractor put on them. Really helps when it gets foggy. CM – yes it really helps. Didn't realize how much it was missed before but it is much better. We've had a lot of fog this year.

CM? – Was there ever a discussion about putting recycled asphalt on the upper roads? Pres – no and we won't use that contractor again. Sec – it didn't work anyway. VP talked about issues we had with it. Sec – had several community members who were very mad about it and insisted that we never use that contractor again. VP – current contractor is doing much better.

**FINANCE AND BUDGET COMMITTEE** (Treasurer = Committee Chair): Treasurer – NSTR

### **OLD BUSINESS**

Motions between meetings – none this month.

RASOR RID – Pres – no updates. County will likely use the money they had set aside on other projects.

Signs - VP - have the "slow" signs for the S curves but haven't had a chance to install yet.

Speed Enforcement – Sec had drafted the speed enforcement request letter and brought it for officers to sign. Sec has prepared the other documents to be submitted. Brought up a map of BATA showing where the current speed limit signs are. We might need to put one at the start of Rasor at the entrance to BATA and maybe where Underline is going toward Rasor. Discussion about location of signs. Sec recommended we don't buy more until we get feedback from the sheriff's office. They might want us to get different ones or have comments on locations. Also there might be utility issues with sinking posts in some areas.

CM? – Have a question about the power company laying fiber optic. Saw they are surveying. Pres – the power company rep is doing an initial inspection/locate to write up a contract. They will be doing a large contract to do the actual work. CM? – will they take out the rock we're putting on our roads? Pres – their requirement is to put it back the way it was or better. Discussion continues about the power line replacement project.

Back to speed enforcement – discussion on status of agreement. Sec – have the other documents ready. Will make edit discussed and scan letter signed by the board and prepare to

send. Pres recommended we send hard copy in addition to email. Sec agreed. A lot of paperwork, but getting there.

CM? – Does that mean sheriff deputies can stop speeders? Pres -yes and will give tickets.

Reserve Study – Sec – found three other companies that serve WA state. Researched their websites and working on getting estimates.

Traffic Counter – Pres asked the county about it again and left a message for the program manager. Discussion about traffic.

CPA audit – Sec had a phone call with a local audit company manager. Sec had transcribed the call and provided by email to board members. *[In summary: Secretary had explained to him that we were an HOA that collected more than the \$50K threshold in the law, but not a lot more and we were getting quotes for an audit that would cost us \$20K. That buys a lot of gravel and while our community likes the idea of a third-party check on our books, we have concerns about the cost. We voted to waive it last year. The manager agreed that firms would likely charge that much because of what is involved with a formal audit. He said the intent of the law is good but the \$50K requirement has not been raised with inflation for many years. It would be better if the law allowed a review for mid-range HOA's and only require the full formal audit for the higher end HOAs. There are HOAs that collect dues in the millions and should have formal audits. A formal audit is expensive and firms don't make much unless they do a lot of them. It takes someone full time for about 3 weeks, then the added peer review and costs for firms to be certified to conduct audits. We're talking 80-100 billable hours. The question is could you survive an audit. It's not just checking that the books balance. It involves reviewing your rules, internal controls, flow charting processes, assessing fraud risk. Not every association is CPA audit ready. Even before the audit, you have to spend money for consulting services to prepare. You don't want to go to the expense of an audit only to fail and have to add extra expense for a second. Even if your books are good, you could fail because you don't have proper procedures and segregation of duties, so it's best to prepare. I would recommend your community waive the audit this year and next and start reviewing your books and procedures and maybe have a consultant review in 2027 to be ready for an actual audit in 2028/2029.]*

Sec – Based on this information, I recommend we put a waiver vote ballot in the March newsletter and summarize this information about the audit. We'll have to do the audit in 2028 unless the law changes because after that, we won't be able to waive it. The manager had his parent firm send me an email about doing a consultation review called a "compilation" to prepare for an audit. The estimate for the compilation is \$5k.

VP said he talked to attorney relative who was involved with McCormick Woods association. She said it may be possible to have the CPA provide a statement when we have them do the compilation that says a full scale audit would be excessive and detrimental to this HOA for its size.

CM? – It does sound like an excessive effort. Pres talked about contacting our legislative representatives in the meantime. Dir 5 recommended putting state legislative contacts in the newsletter. Discussion about how to contact state legislators. CM? – what happens if we don't do the audit? Do we get fined? VP – Don't think we would be fined, but the issue is if we don't do the audit after 2028, it could open us up to legal action from an unhappy BATA member.

**NEW BUSINESS**

RCW changes: VP said the legislators are in session but there don't appear to be any bills before the legislation that would affect the HOA.

Election: Sec – the March newsletter is when we typically put out request for interested candidates, so will add that.

Newsletter: Pres – will have one coming out in March. Sec – will get a draft to the board.

**OSATA (other stuff as time allows)**

Nothing additional brought up.

Next meeting March 8<sup>th</sup> at the HUB.

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Meeting adjourned at 6:19 pm.

DRAFT