

**Belfair Acreage Tracts Association (BATA)**  
**Monthly Board Meeting - January 11, 2026**

*DRAFT Meeting Minutes prepared 1-18-2026 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 January 11, 2026**

**Location:** North Mason Timberland Library meeting room

**Attendance:** Beside the five board members who were present, there were no community members in attendance. Quorum of board achieved.

**Start:** Meeting called to order at 4:37 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. President said she has an update from PUD that she will share when we get to the “New Business” section. Secretary said she will post the regular (repeat) agenda topics on the website. Secretary made a motion to accept the agenda. VP seconded the motion. All voted in favor. Motion passed.

**Rules of Engagement:** Copies of meeting rules of engagement were available by the sign in sheet. President did not review the rules since only board members were in attendance and rules have not changed from previous meeting. (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 both the December meetings 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		\$ 25,493.56
Incoming dues received	+	\$ 8,191.66
Expenses*	-	\$ <u>603.98</u>
End of Month Checking balance reported this meeting		\$ 33,081.24

Savings account balance

\$ 10,014.56

\*Expenses were primarily for stamps (\$156), ink (\$141) and road signs (\$86).

Dues payments: Treasurer reported that after December 31<sup>st</sup>, he assessed the 12% interest to all 2025 and prior year outstanding balances that had not been paid by members. This does not include 2026. He sent the updated information to the Collections Attorney. He sent an updated account letter to all members who had the 12% added.

Treas- there was a change in the RCW laws regarding the foreclosure process. The attorney sent an email on Dec 31<sup>st</sup> explaining the change. The RCW says we have to notify the community member 30 days after they are late. Discussion about terminology and time frames. Treas asked if bylaw committee could include in bylaw update. Sec said yes for sure. Discussion about notification and mediation requirements and payment plan options.

Treas reported that to date, 36 have paid the 2026 dues in full. Some paid the full \$750 so he put the \$15 credit on their account. Those outstanding add up to \$104,147.65 due. Eleven properties are already in collections. Nineteen more have outstanding balances and can be referred to collections. Checking account balance will go up when the January dues collected are accounted for in the January bank statement.

Discussion about the resident who is multiple years behind and has started in the foreclosure process.

Regarding the property owned by a property company that is multiple years behind – Treasurer said the second notice was sent last month. Pres – Legal process is slow moving, but at least we're making progress.

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

**BYLAWS COMMITTEE** (Secretary=Committee Chair): Secretary – made some progress and would like to meet with committee but library not available. Pres will try to get the HUB meeting room for a meeting. Aiming for January 25<sup>th</sup> at 5pm.

**ROADS COMMITTEE** (Vice President = Committee Chair): VP reported that the contractor got his road grader repaired and did a test run up on Raser. Also put some gravel out. Contractor will try to get some more gravel down before any snow. S curves holding okay even with the amount of rain we've had.

Side roads - VP still working on trying to get contact with people on side roads.

Swamp Culvert - The atmospheric river has dumped so much rain that the swamp culvert is challenged. VP would like to recommend that if we have to replace that culvert in the future, we go to the next size up.

Pres – contractor told her he is going to take another pass on Tepee Lane. Treas – asked about upper Raser and Underline. VP said contractor had only done a test run so far but he will check to see when he will be able to go back up there.

Treas – noticed on the S curves where the water crosses, the rainwater is coming out of the upper culvert and is coming across the road. Pres saw it also. VP – culvert could be plugged. He or Pres will message the contractor to check it.

Sec – asked about possibility of putting gravel down the middle or upper side of Razor Place. Long discussion about Razor place and drainage. Secretary brought pictures up on the screen. Shows the large puddle in the middle of the road up there. VP said he had an initial discussion with some of the homeowners and they are open to the possibility of a drain between the properties for a long-term solution. Discussion about how much the HOA should be involved. Discussion about water coming off the property above. President recommended meeting with the residents, the contractor and the board to come up with a plan. Sec – might need an easement if the HOA is going to invest in putting a drainage system in beyond the road to ensure it isn't taken out by future homeowners.

Continued discussion about what is causing the problem, berm, drain pipe on one of the uphill properties. Concern that if we have to wait for the owners, it may never get fixed and could get messed up in the future if owners change it. HOA obligation is to keep the road passable. Treas – so in the near term should we put some gravel on the road or part of it? Treas found an email to the roadwork party about the drainage pipe and looks like it was put in about 3 years ago.

Pres called contractor and put him on speaker. Contractor said he will look at putting gravel, but water has to go somewhere and could make it worse for the homeowners. Said when he talked to the homeowner who is downhill of the berm, the homeowner said they had to put it in after the first year they moved in because their house flooded. Contractor talked about options with ditch, culvert, building up road. Culvert is going still going to be needed. He thinks there was a law that says can't divert storm water in a way that will impact another person's property. HOA has to make the road passable for emergency vehicles. Will have to take care of it sooner or later. Pres asked if willing to meet with board and homeowners and he said yes just let him know when. Pres confirmed meeting is needed.

**FINANCE AND BUDGET COMMITTEE** (Treasurer = Committee Chair): Treasurer – Committee has not met so no committee update.

Sec – should we discuss the CPA audit requirement? Also, last February we offered to have the books available for community review even though no one came. Should maybe do that again. Discussion about the audit requirement. Treas – hasn't been able to find a low-cost accountant. Pres – HOA used to use a guy in Shelton for bookkeeping, but that was years ago. When we call to get a CPA need to let them know that we don't have a lot of assets. Sec – has contact info for a local firm and will see what they say.

Treas – (regarding the community review) could we put out a notice that the books are available for review if people want to make arrangements? Maybe say that February is when we make the books available for an open review by the community? Sec – can post on the website but not many people look at it. Have to make a sign about the location change, so can add that. What if we say the 2025 accounts will be available prior to the Feb board meeting for review? Treas – yes, say we will be there the hour before the board meeting.

## **OLD BUSINESS**

Motions between meetings – none this month.

RASOR RID – NSTR.

Signs - VP said the “slow” signs for the S curves came in. Pres – do we have info on delineator signs? The fog recently was terrible. The contractor found a used one and tacked it up so we could see what it would be like. Treas – ones like the one the contractor found are about \$40 each. Discussion about size options, posts, height. Pres will check with contractor to see if the 8X24 delineator signs would be big enough. Also need to know how many to get.

Speed Enforcement - Now that the minutes of the December meeting are finalized with the motion to proceed with the agreement, Secretary will compile the documents and send to the President. President can then forward to the sheriff’s office for the next step.

Reserve Study – Sec came up with a list of questions to use to interview prospective reserve study contractors. Questions brought up on the screen and went through them (cost, experience, qualifications, process, etc.). Board was good with the questions. Sec will start looking checking for contractors.

Business Cards – Sec showed updated version of logo. Board liked it. Sec will finalize and we can start using for documents, business cards, etc.

Bank Change – NSTR.

Traffic Counter – NSTR.

## **NEW BUSINESS**

RCW changes: NSTR.

PUD 3 Inspections: Pres said a rep contacted her. Said he is already contacting residents and has gone to some properties. They reach out directly to their customers. He said the fiber optic will come all the way to your meter location. Said they need to know where the water lines and drain fields are.

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

Meeting location change: Sec reported that when she picked up the key, the librarian said the closure now wouldn’t start until the end of January. But since it starts later, they will be closed through May. They are trying to get a small building out by the round-about for partial library services but hadn’t signed the lease yet. Pres – confirmed we can use the HUB’s small meeting room for our board meetings. The May meeting will probably need to be in the larger HUB space since it’s the election meeting. Pres will double check availability and reserve.

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Meeting adjourned at 7:15 pm.