

Minutes from meeting in June 2, 2006

Present: Wendy Morse, Pat Eppright, Bill Abram, Kevin Lewis, Sara Lysene

New Business

1. Kevin Lewis distributed new **financial statement**. 2006 Dues were due by homeowners by June 1, 2006. To date only 66% of the homeowners have made timely payments. Reminders need to be mailed out to those homeowners who are now delinquent by June 15. Interest will begin to accrue for those that are late.
2. **Banking:** Kevin will go to the bank to get new **signature cards** to add Pat Eppright and Sara Lysene as additional signers on the bank account.
3. **Financial Audits:** The Board needs to research the frequency in which the **financial books need auditing** by an independent party. Sara Lysene will ask a resident of Southfork Estates about the frequency of audits and obtain contacts/names of companies that perform audits.
4. Pat Eppright suggested that letters of thanks be sent to the Board Members whose terms expired in May 2006. Pat will write the letters on behalf of the Board.
5. **Fencing:** The Board has received questions from homeowners regarding the staining of the fences. The Board decided that the stain and maintenance of the fence should take priority over the cleaning of the right-of-ways since they are most visible in the entire neighborhood and have a greater visual impact. Pat Eppright will obtain bids for this job.

Old Business

1. **Right-of-Ways:** The Board received the bid from the colleague of Bill Abrams: the bid to clean out the three right-of-ways is \$5,800. The bid is less than the original bid from our landscape company, Raintree, by a few hundred dollars. Because the Board agreed unanimously that the priority should be shifted to the maintenance of the common fencing, this project has been postponed. However, the Board will consider whether or not we have adequate funds to pursue just one of the easements between lots #34 & #35.
2. **Commencement Bay:** Pat Eppright contacted Commencement Bay and spoke with an operations manager, Steve, about the turning of the exhaust fan in a northerly direction to help alleviate some of the noise. Pat indicated that Steve was cooperative and that this issue will be addressed by the company.
3. **Landscaping:** Wendy met with Isidro from Raintree to review our landscaping contract and our expectations for landscape maintenance. Wendy asked Isidrio about the irrigation for the grass boulevard areas and why during the summer month's small burn patterns appear on the east side. It was explained that the control panel is only large enough to handle two zones, and although there are sprinkler heads on the east side they do not come on because of the control panel. There are also sprinkler heads behind the row of shrubs along the north fence entrance into the neighborhood but they do not come on for the same reason. Isidro estimated a price of \$180.00 to have a larger control panel installed to handle all of the zones. After discussion about perhaps installing the new panel ourselves, the Board members agreed to authorize Isidro to install the new panel. Wendy will send a letter to Raintree recapping our landscaping expectations and authorizing him to install the new panel. The Board also agreed to go ahead with replacement of the other missing shrubs. Wendy will take an inventory of the missing shrubs and then contact Kevin Lewis of the landscape committee to coordinate a planting party. The list will also be forwarded to George Akins who offered to help.
4. **Insurance:** Pierce County Sewer Franchise has now been added to our master insurance policy as an "Additional Insured" and the \$100 to do this has been paid (per email from Kevin Lewis 6-8-06).

Next meeting scheduled for Wednesday, July 5, 2006 @ 6:00pm at Kevin Lewis' house.