

**BUSH PRAIRIE HOMEOWNER'S ASSOCIATION
BOARD MEETING**

January 14, 2016

1. Stephen called the meeting to order at 6:02 PM at the home of Jeanne and Terry Kirkpatrick. In attendance were:

Chris Meyers*	President	515-0168
Paul Edwards	Vice-President	584-9676
Karina Murphy-Daniels	Board Member/EPP Chair	253-820-8746
Patti Brumbaugh	Board Member/ACC Chair	688-7222
Terry Kirkpatrick	Secretary	943-3293
Michelle Fields	Treasurer	253-720-8699
Elena Guinn		

Absent:

Roger Fish	Board Member	753-7100
Dave Fillippone	Webmaster	480-0955
Steve Regester	Landscape & Maintenance Chair	515-0695
Richard Daniels	Architectural Committee	253-209-6823
David Rothschild	Architectural Committee	709-0677
		878-1667 (cell)

* Attended by speakerphone

2. Minutes for the December 10, 2015 Board meeting were approved.

3. Committee Reports:

a. Treasurer Report. Michelle Fields. Total Operating Assets in checking/savings as of Dec 31 (before adjustment) are \$35,410. There are additional assets of \$12,078 in the Capital Reserve Fund and \$17,872 in the Stormwater maintenance account (current year's stormwater and Capital Reserve assessments are kept in the Operating Account; unspent funds are transferred to their respective accounts at year-end). About \$3,863 is in Accounts Receivable. The Board voted to fund the 2015 mailbox replacement from the Operating Account and transfer the remaining net income (after adjustments for Stormwater expenses and Capital Reserve Fund transfer) to the Capital Reserve Fund. The Treasurers report was accepted (noting that the final, adjusted 2015 Balance Sheet would be provided at the next meeting).

b. Architectural Committee. Patti Brumbaugh, Chair. A replacement fence was approved at 7826 Gelding.

c. Landscape & Maintenance. Steve Regester, Chair. Steve was absent; no report. The invoice for the tree trimming around street lights has been paid.

d. Recreation Committee. Chair position vacant. Karina announced that holiday decoration awards were made to the Normoyle residence at 2019 Arena Ct, the Higa residence at 1841 Arab Drive, and the Acosta residence at 2017 Arab Drive. Elena reported that the need for Recreation Committee volunteers and a Chair was highlighted in the January Newsletter. The Easter Egg

hunt is scheduled for Saturday, March 26, subject to formation of a Committee. Most Board members volunteered to help. We still need a Chair.

e. Webmaster. Dave Fillippone. Absent. The current web site is being minimally maintained. The new web site is not yet up. The new web site format was approved by the board. Chris will contact Dave to see where we are on getting the new site (that can be maintained by multiple users) up.

f. Emergency Preparedness. Karina Murphy-Daniels, Chair. Karina will accomplish the transfer of information with Alida this month. Establishing a "NEXT" community site was discussed and tabled.

g. Mailboxes. Roger Fish, Chair. Absent. Mailbox users need to routinely clean the outside of boxes. We need to pursue the insurance claim with the individual who destroyed the replaced mailbox. Roger had it replaced in record time.

h. Compliance. Richard Daniels led the development of new Compliance Standards. Including these in the bylaws was approved by the Association at the Annual Meeting. Procedures for enforcing compliance will be added to the Board Policies and reviewed for modification as needed as implementation begins.

4. New Business:

a. Newsletter. Elena put together the January newsletter and Michelle included it with the Assessments mailing.

b. Landscape Maintenance. Steve would like to resign the position; will stay on until a replacement can be found. Chris will coordinate with Steve. We are in the process of developing bid documents for the Landscape Maintenance contract.

c. Dog Bag Dispenser. The Board approved the purchase of 4000 bags (~\$30/1000). Elena has an additional dispenser to be put up (at the Trails End/Arab Drive entrance). Chris will work with Rich to get it up.

d. Utilities. The City of Tumwater will assume responsibility for our street lights (we currently lease them from Puget Sound Energy and pay for electricity). Michelle will check the utilities bill for January to see if we are still being charged (some of the bill covers lighting of our entrance signs and other uses that we will continue to pay).

e. 2016 Meeting Schedule. Board members volunteered to host meetings during 2016. This will appear on the next agenda.

5. Next Board Meeting. The next Board meeting will be held on Thursday, February 11, 2016 at 6:00 pm at Paul Edward's home, 7632 Stagecoach Court.

6. The meeting was adjourned at 7:03 pm.