

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

**May 12, 2016**

1. Chris called the meeting to order at 6:00 PM at his home. In attendance were:

Chris Meyers	President	515-0168
Bill Moneer	Board Member	870-9745
Dave Fillippone	Webmaster	480-0955
	Landscape & Maintenance Chair	
Elena Guinn for Terry Kirkpatrick	Secretary	943-3293
Michelle Fields	Treasurer	253-720-8699

Absent:

Roger Fish, proxy emailed	Board Member	753-7100
Patti Brumbaugh	Board Member/ACC Chair	688-7222
Richard Daniels	Architectural Committee	253-209-6823
David Rothschild	Architectural Committee	709-0677
		878-1667 (cell)

2. Minutes for the April 14, 2016 Board meeting were approved.

3. Committee Reports:

a. Treasurer Report. Michelle Fields. Total Operating Assets in checking/savings as of April 30 are \$39,724. There are additional assets of \$19,654 in the Capital Reserve Fund and \$17,676 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 \$4,626 is in Accounts Receivable. The Treasurer's report was accepted.

b. Architectural Control Committee. Patti Brumbaugh, Chair. Patti absent. No report.

c. Landscape & Maintenance. Dave Fillippone, Chair. Dave attended City of Tumwater Stormwater Pond class on April 16<sup>th</sup>. He met with Steve Register and discussed current status of landscaping. He received the Landscape Chair binder, historical documents and pump sprayer from him. He contacted Southsound Landscaping and is waiting on intro and securing contract for existing services. He has evaluated the documentation and plans to photograph and document the common areas. He is also evaluating storm retention ponds and the tennis court cleaning. Bill suggested he check with Southsound Landscaping to see what it would cost to clean the tennis court. It may be worth it then setting up a work party.

d. Recreation Committee. Chair position vacant. Discussion about a picnic was tabled. Elena gave Chris the Volunteer Signup List from the Easter Egg Hunt. He will contact Debbie Hoxit about coordinating the garage sale. He will also call other people on the Volunteer List to see if anyone will chair the picnic.

e. Webmaster. Dave Fillippone. The URL address, [www.bushprairie.com](http://www.bushprairie.com), was renewed for \$12.50 for one year. Reimbursement requested from BPHA. ACC email address updated to [dosiggy@aol.com](mailto:dosiggy@aol.com) and ACC email forwarded to Rich D. and David R. He has worked with

Michelle to set up Treasurer account on her devices. Plans for future are to update minutes and newsletters to the present, edit the ACC form and put it online in usable form, put calendar on website, work on Facebook interface with Wordpress. Bill asked if others will have access to post on the site, answer is yes. Elena said right now there are two websites that come up for BPHA, [www.bushprairie.com](http://www.bushprairie.com) and [www.bushprairie.wordpress.com](http://www.bushprairie.wordpress.com). Dave said eventually these will be merged to be one.

f. Emergency Preparedness. Chair position vacant. No report.

g. Mailboxes. Roger Fish, Chair. Absent. No issues.

#### 4. Old Business:

a. Board Membership. The board position vacated by Paul Edwards is still unfilled.

b. Streetlights. Michelle reported that PSE refunded the payment of \$1200 for January-April 2016 as part of the transition of street light ownership to City of Tumwater.

c. Tennis Court / Bowl. See Landscape Maintenance report.

d. Garage Sale. Need a Lead. Possible dates are 29-30 July in coordination with some of our neighboring communities (Bridlewood & Deschutes Ridge). Chris will call Debbie Hoxit about being the lead.

#### 5. New Business

a. Outstanding Dues. Michelle had sent notices to a homeowner regarding putting a lien on property for delinquent dues and discovered they no longer were the owners. There were three other homes with delinquent dues and homes have gone to foreclosure or homeowner declared bankruptcy. BPHA had not filed liens because the \$200 limit hadn't been reached and these outstanding dues are not collectible so the question of how to handle this was discussed. Bill Moneer suggested Michelle prepare a written report to present to the board and the board can make a decision on it so this will be a matter of record in the minutes. The Lot number and address will be used to protect privacy of homeowners. If the money due must be written off Bill and Roger can help Michelle with the accounting. Michelle will bill new homeowners the prorated amount of homeowners dues. Michelle also said Quickbooks needs to be renewed, cost is about \$275. She uses it to do online banking. Bill moved and Chris seconded approval to renew Quickbooks.

b. Summer Newsletter. It was discussed to prepare a newsletter to go out with the July 1 Dues Statements. Elena suggested possible articles on garage sale, change in board positions, changes of the website, picnic, and reminders about political sign posting, walking pets, street safety, etc. Elena will start working on draft and Bill will finalize copy for printing.

6. Next Board Meeting. The next Board meeting will be held on Thursday, June 9, 2016 at 6:00 pm at Michelle Fields' home, 7711 Saddle Court.

7. The meeting was adjourned at 6:55 pm.