

BUSH PRAIRIE HOMEOWNER'S ASSOCIATION BOARD MEETING

January 15, 2019

1. Roger called the meeting to order at 6:05 PM at Terry Kirkpatrick's home. In attendance were:

Roger Fish	President	753-7100
Debbie Hoxit	Vice President & Rec Chair	701-3159
Linda Moehrke	Board Member	
David Rothschild	Board Member/ACC Member	878-1667
Dave Hill	Webmaster	
Michelle Fields	Treasurer	253-720-8699
Vicki Huntley	Treasurer-in-Training	451-2617
Terry Kirkpatrick	Secretary	943-3293
Frank Hensley	City of Tumwater liaison	

Absent:

Mike Roberts	Board Member & ACC Chair	357-4435
Diane Buckley	ACC Member	
Chris Meyers	Landscape Chair	515-0168

2. Minutes for the December 13, 2018 Board meeting were approved.

3. Committee Reports:

a. Treasurer Report. Michelle Fields, Treasurer. Total Operating Assets in checking/savings as of December 31 are \$46,616. There are additional assets of \$20,035 in the Capital Reserve Fund and \$19,348 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). 2018 end-of-year transfers have been accomplished, but are not reflected in December Balance Sheet presented. About \$7,085 is in Accounts Receivable. There are seven homeowners who owe greater than \$200 in past dues and another four who owe over \$150. Seven liens are in place. The December report was approved.

An updated December 31 report will be prepared and distributed reflecting the year-end transfers.

Vicki Huntley will assume Treasurer responsibilities on February 1, 2019.

b. Architectural Control Committee. Mike Roberts, Chair. No activity. Mike Roberts will Chair the committee for 2019.

c. Landscape & Maintenance. Chris Meyers, Chair. Written report provided. The Board agreed that the Landscaper should be directed to trim the hedge so that the bottom of the south entrance sign is lit.

d. Recreation Committee. Chair: Debbie Hoxit. Debbie reported that the daytime activities for the 2019 Egg Hunt would be the same as those for 2018. The new evening event for older youth after the Egg Hunt will be in the Bowl (hours to be determined). The Garage Sale will be the end of July. Dates for the Picnic need to be set.

- e. Webmaster. Dave Hill had nothing to report.
- f. Emergency Preparedness. Chair: position vacant. No report.
- g. Mailboxes. Roger Fish, Chair. Nothing to report.
- h. City of Tumwater Maintenance Complex. Frank reported that an HCP is underway that will permit the project to move forward. This and the funding for the project make resumption of work an unknown.

4. New Business:

- a. End of Year Funds Transfer. Michelle and incoming Treasurer, Vicki, will work to accomplish this before the January meeting
 - b. 2019 Goals. Roger laid out plans for enforcing compliance. Board members will recommend what we want to do (by email). Roger and Debbie will develop, process and schedule. Approval should be at the March Board meeting. Letters to significant violators should go out in May. In the Fall we will act on responses and follow up where there is no response. There is need for more discussion on when to focus on the monetary fine and when the date it begins is specified.
 - c. Parking. There was a discussion on cars parked on the side of the road with wheels up on the grass or other non-pavement. The consensus was that the Board does not have jurisdiction outside of property lines.
 - d. Eagle Scout Projects. Roger will contact the Troops and bring proposed projects to the Board for discussion at the March meeting.
 - e. Transfer of Treasurer signature authority. The Board approved the following:
 - Michelle Fields will be removed from signature authority at the bank
 - Victoria Huntley will be added for signature authority at the bank
 - Terry Kirkpatrick and Roger Fish will remain on with signature authority
 - f. Complexity of Treasurer function. There was a lengthy discussion on ways to reduce complex Treasurer functions. Included were: collecting the Division 7 stormwater fee up front when the property is purchased, collecting Assessments (dues) once a year instead of twice, protecting liens when there is a Quitclaim transfer of property, training, and others.
5. Next Board Meeting. The next Board meeting will be held on Monday, March 18, 2019 at 6:30 pm at Vicki's home, 1704 Arab Drive. Main topics will be compliance, Land/Maintenance plan, Egg Hunts, and Garage sale.
6. The meeting was adjourned at 8:30 pm.