

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

April 9, 2019

1. Roger called the meeting to order at 6:10 PM at Vicki Huntley's home (there was no Board Meeting in March, due to the lack of a quorum). 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
Mike Roberts	Board Member & ACC Chair	357-4435
Vicki Huntley	Treasurer	451-2617
Terry Kirkpatrick	Secretary	943-3293
Michelle Fields		
Elena Guinn		

Absent:

Dave Hill	Webmaster	
Diane Buckley	ACC Member	
Frank Hensley	City of Tumwater liaison	
Chris Meyers	Landscape Chair	515-0168

2. Minutes for the January 15 Board meeting were approved.

3. Committee Reports:

a. Treasurer Report. Vicki Huntley, Treasurer. Total Operating Assets in checking/savings as of March 31 are \$39,729. There are additional assets of \$36,687 in the Capital Reserve Fund and \$20,095 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). 2019 end-of-year transfers have been accomplished and are reflected in the Balance Sheet presented. About \$8,487 is in Accounts Receivable. There are seven homeowners who owe greater than \$200 in past dues and another five who owe over \$150. Seven liens are in place. The January, February and March reports were approved.

Due to winter storms, the 2019 Bowl Cleanup budget line item will be overspent. The Board directed that cleanup continue as planned.

Federal taxes for 2019 will go up. Interest on invested accounts are taxed at 22%. There was a discussion on investing funds. The Board voted to move up to 50% of the Capital Reserve and Stormwater Fund into CDs.

It was noted that the Budget for the Easter Egg Hunt was approved at \$1,000 to cover the new evening event.

Under new ownership, the Association's mail box monthly rent has increased to \$15.

The Board approved the Treasurer obtaining a debit card for the Association. All charges will be itemized in the monthly Treasurers Report.

Payments for renewal of Microsoft Office and WordPress were approved.

The Quickbooks account needs to be moved off of Michelle's "cancelled" personal credit card. The Board approved reimbursing Michelle for Quickbooks expenses.

b. Architectural Control Committee. Mike Roberts, Chair. The Board reviewed a proposal to mitigate the placement of a storage shed, in violation of BPHA covenants [Article VII, Section 2 (b)] and Bylaws (Annex A, Subsection i), at 1705 Arab Drive SE. The owner proposes to screen the shed (top and sides) with vegetation. The Board voted to approve the proposal as an exception under Article VI, Section 13 of the Covenants.

There has been a verbal request for approval to paint a duplex. The owner has still not submitted the required written proposal.

c. Landscape & Maintenance. Chris Meyers, Chair. Written report provided. The Board approved proposed estimated expenditures for tree removal (\$4,500), LED lights at the South Entrance (\$153.64), and materials for the tennis court fence repair (\$12). The Board directed that the planned Bowl Cleanup be completed (additional funds will be made available).

Expenses related to Division 7 stormwater ponds should be separated and charged to the Stormwater Fund.

d. Recreation Committee. Chair: Debbie Hoxit. Debbie reported that Laura Milligan is the chair for the Easter Egg Hunts. 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). We need more volunteers to make that happen. Eggs have been stuffed for the day event. She will contact Alida to see if her family will stuff for the evening event. The Garage Sale will be the end of July. Dates for the Picnic need to be set.

e. Webmaster. Dave Hill. Absent. No report.

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

g. Mailboxes. Roger Fish, Chair. Nothing to report.

h. Compliance: Roger led a lengthy discussion on a process to move ahead. He referenced Board Policy #4. The Board's first step should be to document violations. We need volunteers to go through the neighborhood to find violations, take photos, and specify violations. The neighborhood can be divided by mailbox groups. The volunteer should ring the doorbell of the owner and inform them of the violation and provide them with a copy of Board Policy #4.

4. New Business:

a. Welcome Baskets. There was a lengthy discussion on the Welcome Basket process. It was proposed that the Treasurer personally contact each new Homeowner as soon as possible after sale of the home, welcome them to the neighborhood, provide them with a copy of the Covenants, Bylaws, and web site address, and record pertinent information (such as names, phone numbers, emails, etc.). They will be told that a Welcome Basket will be coming soon. Board members and other could be on a rotating list to prepare and deliver the Welcome Basket. No action was taken. The matter will be continued at the May Board meeting. The current information packet needs to be brought to the meeting.

b. Bowl Improvements. Michelle volunteered to take on leadership for the development of the Bowl from Vicki. She hopes to make it a more appealing community gathering area. Her committee has developed a 4-stage, multiyear plan and is asking the Board to approve \$8,000 for stage 1.

The Board approved \$7,000 for the addition of three items to the Bowl in 2019: 1) A Track Ride, 2) a whirl and Twirl, and. 3) an additional basketball goal. Orientation of the basketball goal and whether or not the tennis court should be retained was left for further discussion.

There was also discussion on the priority of adding a covered picnic area with storage space for Association items that are now in Owner's garages.

It was suggested that the multiyear plan include other Bush Prairie Common Areas besides the Bowl. Forest Walk would be an excellent place to put a circuit of exercise equipment. This improvement might provide us leverage to make an agreement with our neighbors to gain access to their planned trail down to the Deschutes River.

5. Next Board Meeting. The next Board meeting will be held on Monday, May 13, 2019 at 6:00 pm at Debbie Hoxit's home, 1935 Arab Drive. Main topics will be compliance, welcome baskets, 2019 Bowl improvements, and the 2019 Garage sale.

6. The meeting was adjourned at 8:00 pm.