

BUSH PRAIRIE HOMEOWNER'S ASSOCIATION BOARD MEETING

July 7, 2019

1. Roger called the meeting to order at 6:06 PM at Mike Robert's home. In attendance were:

Roger Fish	President	753-7100
Debbie Hoxit	Vice President	701-3159
Linda Moehrke	Board Member & Rec Chair	
David Rothschild	Board Member/ACC Member	878-1667
Mike Roberts	Board Member & ACC Chair	357-4435
Vicki Huntley	Treasurer	451-2617
Dave Hill	Webmaster	
Terry Kirkpatrick	Secretary	943-3293

Absent:

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

2. Minutes for the June 13, 2019 Board meeting were approved.

3. Committee Reports:

a. Treasurer Report. Vicki Huntley, Treasurer. Total Operating Assets in checking/savings as of June 30 are \$26,152. There are additional assets of \$36,815 in the Capital Reserve Fund and \$20,147 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). Accounts Receivable is \$5,284. Vicki cleared the Accounts Receivable Owners list of several who were no longer owners who had a positive balance. Funds will be returned where appropriate. An alternative is to accept the balance as a donation to the Association. There are five homeowners who owe greater than \$200 in past dues and another one who owes over \$150. Two liens are in place. The April report was approved.

Apparently some of the liens we thought were in place are not. The Board approved consulting with an attorney to work toward getting liens in place on all owners owing over \$200 and consider taking legal action against the Owner who owes over \$2,000.

b. Architectural Control Committee. Mike Roberts, Chair. Three projects have been approved. Contact information on the web site needs to be updated.

c. Landscape & Maintenance. Chris Meyers, Chair. No written report. Placement of a portopotty in the Bowl was approved. There are \$250 in the budget which should cover 3 months.

d. Recreation Committee. Chair: Linda Moehrke. Board member Linda Moehrke has taken over the Committee lead from Debbie. The Garage Sale will be Friday & Saturday, July 26, 27. Debbie is coordinating and has contacted the different neighborhoods about participation.

Sterling Crossing's Homeowners Association is not active. Notices will be posted on mailboxes. Signs have been made to advertise the event.

The Annual Picnic will be August 17 starting at noon. Michelle Fields is the lead.

e. Webmaster. Dave Hill, Webmaster. Archives have been restored on the website. Newsletter files have been updated. Dave has created a new email address: Board@bushprairie.com which will go to all Board members and Committee leads.

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

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

h. Compliance. See below.

4. New Business:

a. Welcome Baskets. We are developing a new procedure to insure that new Owners are met as soon as possible after they move in. Vicki receives notice of new Owners from the Title Company. She will make the initial contact, get basic contact information from them and pass that along to the Welcome Committee. Vicki will also provide them with copies of the Covenants, Bylaws, Board Policies and FAQs. The Welcome Committee will follow up with a visit and delivery of a Basket (contents to be determined by the Chair). The basket should include the Board President's welcome letter, minutes of the last Annual Meeting, and a current Newsletter.

b. Bowl Improvements. The new basketball hoop is in place. Thank you Chris, Dave, Terry, Mike and David. The new Toys have been shipped and will arrive soon (Vicki is tracking). The City of Tumwater will receive and offload them. The plan is for Roger to pick them up and store them in Debbie's back yard.

c. Annual Picnic. Michelle reported that she needs a BBQ and volunteers to cook, setup, cleanup, and run the games. Roger volunteered to cook. Debbie reported that her BBQ is not working well. Terry will send out an email asking for an Owner to volunteer their BBQ.

d. Board Meetings. Vicki recommended that we go back to monthly meetings. It is difficult to keep up with business on the current schedule. The Board decided to go back to monthly meeting in 2020. Roger will see if he can organize an August meeting.

e. Coyotes. We have lost several pets to coyotes recently. An Owner suggested that the Association hire someone to trap coyotes. The Board, following advice from several long term residents, decided that education of Owners was the best approach.

f. Compliance. Roger passed out final forms to be used for a 100% inspection of compliance with Covenants and Bylaws in Bush Prairie. The neighborhood was divided by Mailbox zones and Board members volunteered to be responsible for specific areas:

Roger: A, B, C, S, & N

David: Q, R, & D

Debbie: J, I, & K

Mike: M & L

Dave: G & H

Chris: O & P
Linda: E & F
Terry: Backup where needed.

The procedure (see Board Policy 4) is to inspect each lot in the assigned zones, identify violations and call on the owner to invite them to correct them. Forms are provided to leave for the Owner when they are not at home. The initial target is to complete inspections and initial contact within 60 days (September 8), scan the report and send it to Roger. This will be reviewed at the September 9 Board meeting.

6. The next scheduled Board meeting will be held on Monday, September, 2019 at 6:00 pm at Linda Moehrke's home, 7728 Saddle Ct. A special meeting may be called in August.

7. The meeting was adjourned at 7:45 pm.