

# BUSH PRAIRIE HOMEOWNER'S ASSOCIATION BOARD MEETING

July 30, 2020

1. Roger called the meeting to order at 6:05 PM by conference call. This meeting replaces the scheduled July 9, 2020 meeting that, by agreement of Board members, was postponed. Participating were:

Roger Fish	President	753-7100
Mike Roberts	Board Member & ACC Chair	357-4435
David Rothschild	Board Member/ACC Member	878-1667
Al King	Board Member	943-4431
Linda Moehrke	Treasurer	491-6071
Chris Meyers	Landscape Chair	515-0168
Dave Hill	Webmaster	
Terry Kirkpatrick	Secretary	943-3293

Absent:

Debbie Hoxit	Vice President	701-3159
Frank Hensley	City of Tumwater liaison	

2. Minutes for the May 14, 2020 Board meeting were approved.

3. Committee Reports:

a. Treasurer Report. Linda Moehrke, Treasurer. Total Operating Assets in checking/savings as of June 30 are \$50,993. There are additional assets of \$37,632 in the Capital Reserve Fund and \$21,039 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 \$7,340. There are three homeowners who owe greater than \$1000 in past dues. Two liens are in place.

Linda reported that the two current liens were filed in 2015. A third was filed in 2002, so it has expired. She will file a new lien. Another owner has paid off their back assessments. Linda will arrange for the removal of that lien.

Linda is not yet sending dues notices by email to those who request it. This will begin as soon as she has the process working. She has found an on-line helper for Quickbooks. The Board approved a \$130/year fee to maintain this service. Roger also offered contact information on Ron Hall who can also help with Quickbooks.

The Checks report needs to be revised to include the name of the recipient of the check to allow the Board to accomplish a comprehensive financial review.

The FAQs need to be updated to reflect the once-a-year collection of assessments.

The Treasurer's report was approved.

b. Architectural Control Committee. Mike Roberts, Chair. Written report provided. Not all new roofs that are going up in Bush Prairie have gone through the approval process. Any work noticed should be reported to the ACC so we can keep track of unapproved projects. It is probable that the shed proposal that was turned down (failure to match existing architecture of the home) may be erected without approval. We need to respond if it is.

There were some complaints on landscaping. This may not be an ACC action. The Board currently acts as the Compliance Committee.

The rubber mulch issue is still open.

We need to recruit a third ACC member.

c. Landscape & Maintenance. Chris Meyers, Chair. Chris received 3 bids for cleanup work in the Bowl. The Board voted to approve the low bid of \$850. Striping of the basketball court (\$150) is already approved and coming soon. Installation of the new toy awaits formation of a volunteer team to do the work.

Chris has inspected sidewalks in Bush Prairie and identified where work needs to be done. Where sidewalks are adjacent to owner's property, owners are responsible for the cost of the work (Al offered to look up the citation for this). Other areas will be developed as a BPHA project with the ability to add to the contact to allow owners to contribute to include their areas of responsibility.

d. Recreation Committee. Chair: Vacant. Yard-of-The-Year award was discussed. We will go ahead with this event. Roger and Linda volunteered to participate. We will check with Debbie to see if she wants to lead.

e. Webmaster. Dave Hill, Webmaster. Posting a map or maps on the web site, showing the common areas such as the Bowl, was discussed. Dave will look into this. Chris may have digital maps that can be transferred.

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

g. Mailboxes. Roger Fish, Chair. All is well. See Mailbox FAQs.

h. Compliance. Discussion on various issues.

#### 4. New Business:

a. Annual Meeting. November 15 was set as the date for the Annual Meeting. Use of a physical site may not be safe. City of Tumwater spaces are not currently available. Dave agreed to check out ZOOM as a possible venue. This will be discussed further at the August Board meeting. An option is to cancel the Annual Meeting, citing COVID-19 concerns.

b. Fencing. Fencing guidelines are set out in Annex "A" to the Bush Prairie By-Laws, paragraph f. An existing fence in Bush Prairie, built without ACC approval, is attractive, but does not meet current guidelines. It was decided to amend the Fencing guidelines to make this kind of fencing acceptable.

6. The next scheduled Board meeting will be held on Thursday, August 20 at 6:00 pm at Roger's home, 7702 Filly Ct. If necessary, the meeting will be held by a conference call.

7. The meeting was adjourned at 7:20 pm.