

BUSH PRAIRIE HOMEOWNER'S ASSOCIATION BOARD MEETING

September 16, 2021

1. Roger Fish called the meeting to order at 6:05 PM on ZOOM. Participating were:

Roger Fish	President	753-7100
Debbie Hoxit	Vice President	701-3159
Tim Wachtman	Board Member	
Mike Roberts	Board Member & ACC Chair	357-4435
James Chaney	Board Member & ACC	(254) 392-1111
Terry Kirkpatrick	Secretary	943-3293

Absent:

Linda Moehrke	Treasurer	491-6071
Chris Meyers	Landscape Chair	515-0168
Dave Hill	Webmaster	
David Rothschild	ACC Member	878-1667
Frank Hensley	City of Tumwater liaison	

2. Minutes for the August 12, 2021 Board meeting were approved.

3. Committee Reports:

a. Treasurer Report. Linda Moehrke, Treasurer. Total Operating Assets in checking savings as of July 31 are \$62,942. There are additional assets of \$33,931 in the Capital Reserve Fund and \$21,294 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 \$4,441 (past dues are outstanding for 6 homeowners). One lien remains active. A second lien is in process of being placed. Roger and Linda are coordinating to transfer the unspent 2020 Capital Reserve and Stormwater dues to their respective fund accounts. The Treasurer's Report was accepted.

b. Architectural Control Committee. Mike Roberts, Chair. Four applications have been approved: two for deck replacements and two for painting. Tree Houses were discussed. We have no specifications for Tree Houses, other than they may not be in Common Areas.

c. Landscape & Maintenance. Chris Meyers, Chair. By email, Chris reported that he has completed a required inspection of our stormwater ponds and submitted the results to the City of Tumwater. He noted that the outfall at the pond on Gelding Ct has significant erosion and will require reinforcing. The Board approved up to \$5,000, and authorized Chris to contract for the work.

d. Recreation Committee. Chair: Vacant. Debbie, along with Linda and Pam Fish surveyed Bush Prairie properties and selected of "Yard of the Year" winners. Awards have been given and there was a very positive response from participants.

- e. Webmaster. Dave Hill, Webmaster. Dave has set up a Bush Prairie ZOOM account. It worked well for this meeting. Access for Association Owners can be obtained by contacting the webmaster at webmaster@bushprairie.com.
 - f. Emergency Preparedness. Chair: position vacant. This needs a lead to function. We can live without it, but it was great when we had it.
 - g. Mailboxes. Roger Fish, Chair. All is well. See Mailbox FAQs.
 - h. City of Tumwater liaison. Frank Hensley, Chair. No report.
4. New Business:
- a. Compliance Issues Update. The Board discussed compliance and agreed to conduct a drive-by to compile a list of violations. We will then prioritize where corrective action will begin. We have a series of letters culminating in one from our attorney, that, hopefully, will address existing and future issues.
 - b. Attorney Consultation. Mike and Debbie are working on a written summary of the advice received from our Attorney.
 - c. Annual Meeting. The 2021 Annual Meeting will be held by ZOOM on November 7, 6-9pm. Notice of the meeting will be mailed to all owners on October 15. Three Board member positions need to be filled at the meeting.
 - d. BPHA Bylaws Change. The Board approved changes to the BPHA Bylaws to authorize Board and Association meetings by remote participation (such as ZOOM).
 - e. 2022 Budget. A draft of the 2022 budget was emailed to all Board members prior to the meeting. The budget was approved. There was a discussion on a future increase in Association dues to address the significant increase in our landscape maintenance contract and the need for funds to address other maintenance.
 - f. Capital Reserve. Roger provided a draft of the Capital Reserve Plan for 2020 – 2039. This will be on the agenda for approval at the October Board meeting.
5. The next scheduled Board meeting will be held on Thursday, October 14 at 6:00 pm utilizing ZOOM.

The meeting was adjourned at 7:15 pm.