

Village at Lake Chelan
Board Meeting Minutes
May 20, 2017 10:00am

Call to order: Meeting called to order at 10:00am. In attendance were Lee Parker, Karen Holst, Toni House, Leslie Burns and Wayne Gordon.

Meeting Minutes March 2017: Motion to waive reading of minutes and approve March meeting minutes made, seconded. Motion passed.

Board Reports:

President: The Board is working on updating the website with all the HOA documents to include CC&R amendments. We have a new bookkeeper, Cindy Smith who is working on correcting and auditing each HOA dues account. The Board is establishing a list of projects that need to be completed and will prioritize them once the list is complete.

Secretary: Newsletters and meeting minutes are sent out after each board meeting and emails are sent out frequently to keep owners up to date on routine and emergent matters. There are still about 12 owners who do not have email addresses on file and do not receive regular updates, information and newsletters. They have been encouraged to provide email addresses via a letter that was mailed to each owner in May.

Treasurer: Montes Landscaping has been paid in advance for the common area lawn mowing because he offered a 10% discount on payment in advance. We have a total budget of \$25,000 for landscaping. We were billed for some landscaping in 2017 that occurred in 2016, which impacts our 2017 budget. Snow removal cost went \$40 over budget due to the large amount of snow we received over the winter. We are also over \$619 on annual irrigation rights. We have 8 lots that are behind in dues. Each owner will be receiving a demand letter to include penalties that may be incurred if the accounts are not brought current. Cindy Smith has been retained as the HOA accountant and is reviewing each account for accuracy. Cindy is also working on correcting some accounting practices that were used in the past. Beginning in May each owner will receive a monthly invoice. Late fees will resume in June once all accounts have been audited. **All dues payments shall be mailed directly to Cindy's Bookkeeping, 1190 Summit Blvd, Manson, WA 98831.**

Committee Reports:

Architectural committee: The lot 57 project is complete. Six projects are under construction now. Two projects have been approved to start. Cliff House is working closely with each contractor to keep them in line with the ARC construction rules.

Landscape committee: Wayne and Donna Gordon and Kristi Smith weeded the SR150 stretch of plantings recently. The costs of lawn mowing residence yards and common areas and maintaining undeveloped lots are rising steadily and will continue to increase once the development is built out. It is stretching the budget to the brink. There is a lot of work that needs to be done and the current budget does not support it. Some work that needs to be completed is as follows: Plastic collars around tree trunks to prevent damage from weed eaters, tree trimming around the perimeter, permanent maintenance on the planting strip along SR 150, irrigation head replacement and common area maintenance. The drainage project that was completed last fall in phase one has a hump that causes the mowers to scalp the lawn. Lee Parker will meet with Batchelor Excavation to see if there can be some remediation on the hump, such as fill and gentle sloping to alleviate the scalping problem.

Pool committee: The pool is scheduled for opening on Saturday, May 27th, Memorial Weekend for the season. We do not have the key for the box which we need to access to change the combination to the gate, thus we may need to hire a locksmith to make a key. The heat pump is under-powered and/or the airflow is being restricted and we will need to remediate that before next season in order to get the maximum heating benefit from the unit. The pool deck has been sealed and should be sealed every other year going forward. Leslie, Wayne and Roald Pedersen cleaned the pool furniture and set it in place for the opening of the season.

New Business:

Maintenance of unimproved lots:

It is getting very expensive for the HOA to continue to maintain the appearance of the lots, approximately \$1,000 each time the lots need to be cut. Section 5.3(b) – Guidelines and Procedures of the recorded CCRs contains the following phrase (page 12): “If construction does not commence on a project for which Plans have been approved within one year after the date of approval, such approval shall be deemed withdrawn and it shall be necessary for the Owner to reapply for approval before commencing the proposed Work. **Until commencement of construction the Unit must be planted with ground cover or other landscaping in accordance with guidelines issued by the ARC.**” Select Board and ARC members will work on developing maintenance requirements for owners with undeveloped lots.

Capital improvement expenses relating to landscape infrastructure repairs:

A motion was made to move all capital expenses (front man gate/curb repairs, major irrigation repairs, back gate sleeve repair) to the reserve account for capital improvements. Seconded, motion approved. This will free up funds in the Landscaping budget line to complete necessary projects such as common area maintenance and tree trimming.

Annual audit:

Due to the change in accounting services, the Board recommends an audit for 2016. It is unclear when the last audit was completed and how many years it covered. The current Board has been unable to locate a copy of the audit or receive information on which firm completed the audit. Members will continue working on identifying this information.

Follow up of painting letters sent 9/2016 (Extension of deadlines):

Several homes are in need of painting and received letters (2016) advising of the need to complete the work. The deadline given the homeowners was May 2017. Due to the wet and cold spring, the Board will extend the due date to July 15, 2017 to complete the painting work. Those affected owners will be re-contacted and advised of the extension.

Set Annual HOA meeting:

The annual owners HOA meeting will be held on Saturday, September 16, 2017 at 10:00am at the Manson Parks Department Office.

Board member vacancies:

There will be 3 open positions at the end of 2017. A nominating committee will be formed in the fall. All parties interested in running for a board position is encouraged to contact the current board at VillageHOA@hotmail.com.

Old Business

None

Off Agenda Items:

None

Adjourn:

The meeting was adjourned 11:01am