

**Village at Lake Chelan**  
**Board Meeting Minutes**  
**March 11, 2017 10:00am**

**Call to order**

Meeting called to order at 9:57am. Board members in attendance Lee Parker, Karen Holst, Toni House, Wayne Gordon and Leslie Burns

Motion to accept January 2017 meeting minutes, seconded, approved.

**Board Reports**

**President:**

Reports made below under appropriate category.

**Secretary:**

Newsletters and meeting minutes will be emailed to property owners following each board meeting. They will also be posted to the VLC website and on the reader board near the mailboxes. If you are not receiving email communication from the board, please contact a board member to provide your current email.

**Treasurer:**

Balance sheet provided to reflect actuals. There are several accounts in question regarding dues balances. Toni is working with Evergreen accounting to reconcile all accounts and get balances corrected. Motion to accept the Treasurer's report with corrections (corrections were in the form of moving line items to different categories), seconded, approved.

**Committee Reports**

**Architectural committee:**

Lot 57 and 76 are finishing interior work

Lots M, N and Q are having interior framing completed

Lots W and 20 are currently in the planning review stage

Lots D and O have lot visits scheduled for Monday as part of the planning stage

Lot G is in the pre-planning phase

Lot 75, the owner wants to build a two-story home. No plans have been submitted at this time.

**Landscape/Snowplow committee:**

Thanks to Jerry Smith, Bill Ritter and Dave Dickes in overseeing and directing the snow plowing this year. Arrangements have been made to have a street sweeper and manual labor come in and clean up the streets once the snow is melted back to the curbing. The approximate cost will be \$500.

**Pool committee:**

The pool committee made several rule change suggestions. After discussion, the board requested two additions to the rules and requested the pool committee resubmit the draft rules with the additional changes. The rules were updated to reflect the requested changes and submitted to the board for approval. Motion for approval was made, seconded and approved.

Two bids were collected by the pool committee with a recommendation to contract with Pool to Spa for a system upgrade and seasonal maintenance. Motion made to accept Pool to Spa for maintenance and system upgrade, seconded, approved.

Leslie will arrange to have the pool deck seal coated prior to the pool opening for the season. She will coordinate with Pool to Spa to have the work completed after the pool cover is removed.

**New Business****Accounting service:**

Toni explained some of the billing issues and concerns she has experienced with Evergreen Accounting. Motion to change accounting services to another agency by April 30, 2017, seconded, approved. The Board will conduct a search and interview process to identify prospective agencies/accountants.

**Amended 7/12/2017 to include the following at the request of the auditor:**

Toni explained an issue the Board is facing in regards to petty cash that was not turned over to the new Board at the end of 2016. Repeated requests for the cash box from three different previous board members has not resulted in the return of the cash box. There was \$254.85 in the petty cash box. Toni has discussed this issue with the HOA accountant and the only way to reconcile it is to write it off as bad debt. A motion was made to write the petty cash off as bad debt, seconded and approved.

**Fire hydrant flags:**

The fire hydrants were buried in snow this year as a result of the snowplowing. Fire hydrant flags are available to help make them visible. We have 10 fire hydrants in the neighborhood. The Manson Fire Chief made a recommendation on a specific type of

flag which costs \$31.95 each and are available for purchase on line. The flags will be installed prior to snowfall and removed in the spring. Motion to approve purchase, seconded, approved.

**Front gate repair:**

Lee has been in contact with a company who will service and repair the gate and get it back in service.

**Front gate (man gate in need of repair)**

The post for the entry man gate was knocked out and needs to be replaced. As a result of continued damage to the posts, Lee provided a drawing showing bollards which would be set close to the gate posts to protect them from further damage, as well as bollards set in front of the gate control boxes to protect them from damage. Lee will provide a cost estimate and bring the proposal back to the board for consideration.

**Property manager division of duties (mailbox keys, handling violations, etc)**

Mailbox key manager: Karen and Wayne will be the point of contact for mail kiosk keys.

Violations: Wayne will be handling communication regarding violations.

Welcome letters to new owners will continue. Lee has a sample letter and will forward to Leslie, who will be responsible for sending letters to new owners.

**Old Business**

None

**Off Agenda Items**

None

**Community input**

Landscaping issue-The greenspace next to lot 105 has a drainage issue. There are some sinkholes beginning to appear and are filling with water and will compromise the integrity of the fence.

On March 21, 2017 at 6:00pm, there will be a meeting at the Manson Grange for the public to comment on Urban Growth Planning. There is a proposal to change the maximum elevation of buildings from 35 feet to 50 feet in height in Manson. The

change could impact views and density. Members are encouraged to attend the meeting and share their opinions on such as change.

Yard sale-Dave Dickes has volunteered to host the neighborhood yard sale. He will be selecting a date which will be advertised to the neighborhood members via email.

### **Next meeting**

The next board meeting is scheduled for Saturday, May 20, 2017 at 10:00am.

### **Adjourn**

Meeting adjourned at 11:31am.