MOA Board Meeting
August 12, 2021

**CALL TO ORDER AT 7:00PM IN THE CLUBHOUSE**Present: Phil Carter, Linda Dement, Keith Fabling, Cindy Hutchinson, Aaron Grenlund,
Jennifer Reed, Mark Thurber
Excused: John Adamson, Craig Edmonds
Non-Board Members Present: Lorne Martin, JC Higgins Manager; Janet Fabling, Secretary;
Heidi Sanders, Lot 4

**ESTABLISH A QUORUM**Quorum was established.

**OPEN FORUM**Open Forum Quidelines for MOA Board Meetings were not read.

**MINUTES**Minutes of the July 8, 2021 Board Meeting were emailed to members before the meeting. After Old Business d) was corrected to read “Craig Edmonds offered to help….”, they were unanimously approved.

**FINANCIAL REPORT**Lorne Martin reported the June Financial Statement.
June Assets = $143,158.18; Savings = $69,623.58; incl $1,344.06 reimbursement to Aaron Grenlund for Clubhouse Hot Water Heater replacement. Five delinquent accounts received reminder notices.

**EDWARD JONES RESERVE ACCOUNT BALANCE**The Edward Jones statement for July: $70,949.85 (down $22.01 since 6/25 but up $5668.58 since 1 year ago).

**COMMITTEE REPORTS
 a) ACC – Jennifer Reed** The ACC Committee (Jennifer, Greg Dement, Janet Fabling, Abe Rossy, and
 Mark Thurber) met 6/27.
 Lot 30 – approved removal of 1 cedar tree to be replaced
 Lot 62 – approved removal of 3 trees in front yard has occurred.
 Lot 80 - Owner referred to website to apply to remove leaning tree in backyard.
 Lot 101 – approved to remove 3 cedars in front yard. Some replanting suggested.

**b) POOL/DOOR CODES – LINDA DEMENT/Jami Overby**

 A list of pool use infractions and suggested courtesy notice to be sent to offenders
 was emailed to the Board last week. A MOTION to approve the list and courtesy
  notice was approved unanimously. It was announced that an employee who worked
 at the Pool last Sunday tested positive for COVID. Jami Overby was asked to notify

 everyone who signed in to the Pool during the person’s shift while observing privacy rules.

**c) GROUNDS – MARK THURBER** Mark extended a thank you to Cindy Hutchinson for watering the trees in the
 parkway.

**d) CLUBHOUSE – KEITH FABLING** One bench on the back deck has dry rot and needs repair. Two 10ft boards will be
 purchased, installed and painted for necessary repair.

**e) TENNIS/PICKLEBALL COURTS – PHIL CARTER** Sunday classes are going well. Phil appreciates the assistance of Cindy Hutchinson.

**f) RV LOT – GREG DEMENT** Greg wishes to thank Ken Cook who has voluntarily taken 20 bags of debris to the
 dump. Aaron Grenlund announced the next work party will be on Labor Day.

**g) ACTIVITIES – LINDA DEMENT** Two families came to Game Night 7/31. The next one is scheduled for 8/14. Uncle
 Santa has been booked for a Christmas Party on Saturday, December 11th.

**h) WELCOME WAGON – JANET FABLING** Lot 84 sold on August 8th for the asking price, $545,000. It was on the market for
 two months. The new owners will be greeted as soon as they move in.

**i) NEWSLETTER – JOHN ADAMSON/CINDY HUTCHINSON** Submissions are due September 15th for the Fall Newsletter coming out October 1st.

**j) WEBSITE/COMMUNICATION – CINDY HUTCHINSON/JENNIFER REED**

Cindy corrected the Clubhouse Reservation form to show Callisa Bailey’s name
 in place of Rebecca Arroyo’s. Linda Dement will provide the password to the gmail
 account so the registered user’s name can be changed from Keith Fabling.

**k) CLUBHOUSE RENTALS – CALLISA BAILEY/LINDA CARTER/LIZ KNOX** Lorne Martin plans to notify the person who submitted a request to reserve
 the Clubhouse late last night for tomorrow that two weeks’ notice is requested to
 complete the approval process.
 Birthday parties are being held in the Clubhouse without a reservation. Effective
 immediately, Jami will be asked to inform attendants when an approved event is
 scheduled during that attendant’s shift. The attendant will notify Jami when an
 unscheduled event takes place and who the responsible Owner is so Jami can
 send a courtesy notice.
 Janet Fabling was informed that Puyallup Valley Quilters will be holding a sale in the
 Clubhouse on October 8th & 9th and would like to set up on the 7th which is the date
 of the October Board meeting. There will be items for sale on tables, but the Pool
 will be closed, so there will be no sign-in table taking up space and the Board agreed
 it should be able to hold its meeting with little inconvenience.

**OLD BUSINESS**

1. **Covenant Compliance Report – Callisa Bailey/Jennifer Reed**Jennifer and Callisa performed a walk-thru on 7/29. The results will be sent to the Board and Callisa will be asked to hold sending courtesy notices until after ballots are due, 8/26. The next walk-thru is scheduled for 8/26 at 5PM.
2. **Clubhouse Water Heater Replacement – Greg Dement/Keith Fabling**Greg and Keith plan is to install Monday, 8/16, at 9AM. An electrician can bring the unit up to code after plumbing is completed. Linda Dement volunteered to send in the lifetime warranty paperwork.
3. **Revision of MOA Documents – Keith Fabling**Lorne provided the current ballot count; 63 ballots have been returned (58 yes) and Keith passed around a plat map showing which lots have not returned ballots and asked Board members to pick two neighbors to approach. Seventy-five percent approval is required (86 yes).
4. **Manorwood Drive/Shaw Road site line correction issue – Keith Fabling**Dropping the electrical box and moving Lot 1’s fence improved traffic visibility somewhat, but not as much as hoped. The city undoubtedly considers the project complete. Issue is considered closed, but MOA Board is disappointed that more Lot #1 fence panels were not moved to provide increased site distance north on Shaw Rd.
5. **Status of demand for landscape restoration (Lot 83) – JC Higgins**The Owner has until 8/14/2021 to submit a restoration plan but Lorne Martin confirmed no plan has been received yet. He will email Board members a copy of the final letter sent by JC Higgins on June 15, 2021. This will assure any fine levied is consistent with the letter.
6. **Removal of dead tree near Pool – Keith Fabling**Estimate received from Thundering Oak Tree Service is $1150.00 for removal. For another $240.00, they would limb-up a tree dropping debris on the Clubhouse roof, and dangerously close to clubhouse power wires coming in from Shaw Road. For another $225.00, they would limb-up another tree overhanging the east pool fence. A MOTION was made, seconded and unanimously approved a total of $1,776.50 including tax.
7. **Installation of the Fabling Bench – Keith Fabling**Although the original plan was to install the bench on the Tennis Courts, Keith determined the asphalt is only one inch thick and would not be strong enough to hold the bench anchors. He suggests mounting it on the concrete swimming pool deck where a bench used to be located. Board agreed with this new location.

**NEW BUSINESS
 a) Proposed Manorwood Fireworks Prohibition – Phil Carter** Phil reported Linda Carter and Liz Knox have been working on the project. Keith
 Fabling suggested Phil and Cindy Hutchinson be their Board contacts for interacting
 with the City of Puyallup, the Fire Marshall, and Council Member Ned Witting. The
 group might consider submitting an article for the Fall Newsletter.
 **b) Discuss Board’s approach to disagreements between homeowners** Currently, the HOA does not have a policy for solving disagreement between
 individual homeowners. Finding an impartial third party willing to intervene may or
 may not be helpful. It was suggested that, for those disputes arising from landscape
 or remodeling issues, a policy be formulated and included in the ACC Guidelines which
 are soon to be revised.
 **c) Request to share Manorwood logo – Keith Fabling** A request was received for the logo from a homeowner in Manorwood Division II
 (The Street of Dreams). A little information about materials and the artist was
 provided but there has been no further contact. Keith suggests future Boards not
 provide the Manorwood logo without confirming what the recipient intends to do
 with it. Registering a trademark does not seem necessary at this time.
 **d)** **Annual Meeting Date and Time** Historically, members have preferred meeting on weekends rather than on
 weeknights. The Board agreed to hold the 2021 Annual Meeting on Sunday,
 November 7, at 3PM.
 **e) MOA Turnover Suggestions – Keith Fabling** Update Reserve Study in 2022.

Move money from Savings & Reserves to Edward Jones

 Develop 2022 Budget (with No dues increase) – propose @ Sept meeting, Board votes Oct,

 members approve at Nov Annual Meeting

 John Adamson tentatively agreed to be Chairman of ACC Guideline Revision Committee

 Passdown latest MOA Master Roster with emails, door codes and phone numbers

 Names of potential Board members to be given to Craig Edmonds (nominating chairman)

 Door/Lock keys turnover including 28th St #7 mailbox key (for 2716 Manorwood Dr address)

 Secretaries duties (including historical binder with minutes, financials & Edward Jones acct)
 **f) New Christmas Tree Donated – Linda Dement**

**NEXT 3 MEETING DATES: September 9, October 7, November 7 @ 3PM**

**ADJOURNMENT: 8:38PM**