MOA Board Meeting Minutes

February 10, 2022

**CALL TO ORDER AT 7:00 PM IN THE CLUBHOUSE**

Board Members Present: Phil Carter, Craig Edmonds, Jennifer Reed, Cindy Hutchinson, Chris Wilkie, Don Ernst, Josh Beloit

Board members Absent: Heidi Burkheimer, Linda Dement

Non-Board Members Present: Kathleen MacLeod, Greg Dement, JC Higgins representatives Lorne Martin and Ellie, Acct Dept.

**ESTABLISH A QUORUM**

Quorum was established.

**OPEN FORUM**No speakers.

**MINUTES**

A motion to accept the January Board minutes was made, seconded, and unanimously approved.

**FINANCIAL REPORT**

Lorne Martin emailed the February Financial Statement to the Board. Income and Expenditures were standard. Total assets were 142,620.05, consisting of 2,500.00 in cash; 67,239.77 in savings; and 72,880.28 in time CD.

Reserve account question previously raised in email by Linda Dement in regard to wording (see Treasurer Update below): Possible change of wording re: reserve transfer "per budget" of excess savings to reserve funding. State recommendation is $16/lot/quarter. Clarification: Previous Board set up precedent to move excess funds to reserve account to meet this goal; therefore, possibly change wording to "per Board."

Also discussed was that MOA is due for another state-required independent review of its current financial reserve and potential future expenses to maintain/repair the MOA common assets. The company Association Reserves conducted the MOA’s previous reserve study in 2019. It was noted that the state requires a reserve study every three years. Chris Wilkie directed JC Higgins to contact Association Reserves to get a quote on conducting a reserve study in 2022,, including an on-site visit.

**TREASURER UPDATE - LINDA DEMENT**

**(sent by email)**

My analysis showed that prior to moving funds to the reserve we need to reach out to Deb at JC Higgins to discuss the December financial statements provided in January to determine payments required to the reserve fund that are pending and to clarify the revenue.

**COMMITTEE REPORTS**

**a) ACC – JENNIFER REED**

1. Committee does a walk through the last week of the month, usually on Thursday or Friday. Last: January 27; Next: February 24. Jennifer said that an MOA member voiced concern regarding the tone and wording of the first-notice “Courtesy Letter.” The owner told Jennifer that he interpreted it to be more a warning of a potential fine. Consideration will be given to a possible revision of the letter. NOTE: As per the MOA’s current Architectural Control Committee Guidelines, 1st notice is a Courtesy Letter that outlines the violation and states the date by which the violation must be resolved to avoid a 50.00 fine. 2nd notice means a fine has been imposed.

2. Roofing. New roofs were completed on Lots #48 and #108. Both met the current standards for wind resistance, fire resistance and color.

3. Additional requests.

Lot 82 is working on a new walkway

Lot 71 requested removal of 2 trees

**b) CLUBHOUSE/POOL– LINDA DEMENT via email**

**1.** Request has been sent to the Welcome Wagon committee for updates on new members in order to manage the Master List, door codes and newsletter deliveries. Linda, Jami and Heidi are planning a meeting next month to review the process for hiring, setting up the pool, and other administrative duties.

**2.** Chris received a message from the City of Puyallup and Central Pierce Fire & Rescue verifying that they are in agreement for the Clubhouse fire exit and occupancy limitations (maximum indoor capacity Facility capacities signs will post this month. Greg has installed locks on the outside of the doors so the facility will be secured for off season use. He installed screws in the windows to prevent opening and also put in the slider bolt until he can install the slider door lock next week.

Inspection is pending.

**c) GROUNDS –DON ERNST**

**1.** Ongoing discussion regarding expansion of MOA irrigation system.

Q. Does the new landscaping company maintain the sprinkler system?

Previous recommendation for setting up 6 zones may not be feasible with current plumbing. Don will contact them for assessment, pricing and availability. Notes on previous irrigation work are in Lorne's database. He will send to us.

2. Two evergreen trees—a Colorado blue spruce and a Bush’s electra deodar cedar—were planted near the entryway monument to honor Keith and Janet Fabling, who served the MOA Board and neighborhood for many years before they recently moved to Bonney Lake. Keith helped plant his own tribute trees, with assistance from Cindy Hutchinson. Janet also dropped by. The Fablings said thank you and that they love the trees, which are next to where a massive maple tree had to be cut down.

.

**d) TENNIS/PICKLEBALL COURTS – PHIL CARTER**

Phil requested recommendations for removal of the algae/moss on the courts. Don will talk with the groundskeepers to remind them to be more consistent with surface blowing. Most of this issue is a result of the surrounding trees. Discussion on options will continue.

**e) RV LOT – GREG DEMENT**

Some members may be willing to vacate, and/or rearrange current assignments, which would allow better access for members with longer units. Someone has cut a 2 ft section of the razor wire. No damage to units occurred. Board discussed the possibility of installing motion lights and/or cameras. It was noted that these installations may require new wiring plus additional on-site maintenance.

**f) ACTIVITIES – LINDA DEMENT via email**

1. The Christmas event was well attended with Mr. and Mrs. Claus present. Lots of candy canes and cookies were decorated. The donations for the food bank were plentiful and appreciated. Thank you to those who helped put away decorations. Thank you to Jennifer Reed for her delicious cookies and to Stephanie Benson for helping to set up and facilitate the event. All but one pack of bulbs were no cost. I purchased 6 reusable tablecloths for future years.

2. Presently, no new activities. Hoping in April/May to start game nights again. Also hoping to have our annual 4th of July event (with or without the potluck) and will begin reaching out to the Police and Fire Department for their participation.

**g) WELCOME WAGON - PAULA DAWSON**

No report

**h) NEWSLETTER – CINDY HUTCHINSON**

No report

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

No report

**k) CLUBHOUSE RENTALS – BUFFY BIEBER/LINDA CARTER/LIZ KNOX**

One date assigned: June 17, 2022

**OLD BUSINESS**

**NEW BUSINESS**

Board discussed a camper/van and car in apparent disrepair parked frequently on a street  in the neighborhood, which drew complaints and concerns from area residents and calls to the police non-emergency line. It was determined that the occupant(s) knew a homeowner and was apparently temporarily visiting.

**Next 3 meeting dates: March 10, April 7, May 5**

**ADJOURNMENT: 8:08 PM**