**MOA Board Meeting Minutes**

**December 8, 2022**

**CALL TO ORDER AT 6:37 P.M. IN THE CLUBHOUSE**

Board members present: Heidi Burkheimer, Josh Beloit, Jon House, Cindy Hutchinson, Mark Thurber

Board member present via Zoom: Linda Dement

Non-Board members present: JC Higgins/Lorne Martin, Hillari Mohler, Abe Rossy

Board members absent: Aaron Grenlund, Jennifer Reed

**QUORUM ESTABLISHED**

**MINUTES**

October 13, 2022, Board minutes approved; Mark Thurber abstained since he was not on the Board at that time.

**PROCLAMATION FOR CHRIS WILKIE**

In memory of late Board president Chris Wilkie, Cindy presented copies of the proclamation to the meeting attendees and will publish it in the winter newsletter and post on manorwood.org.

**OPEN FORUM**There were no requests to speak.

**FINANCIAL REPORT**

The November financial report showed $489.29 cash on hand, $58,966.54 in savings, and $73,124.61 in a CD with Edward Jones. 25 delinquent accounts and 2 delinquent RV spaces. Lorne will capture a detailed report for the board of delinquent accounts.

**COMMITTEE REPORTS**

**ACC – Jennifer Reed**

No report. There was a question about whether a property owner needs to file a formal ACC form if a tree is obviously dead. The answer was no. Verbal approval for removal of dead trees is acceptable.

**Pool/Door Codes – Linda Dement, Heidi Burkheimer**

Greg Dement repaired the fence line as required by the county Department of Health. Pictures were emailed to DOH, which expressed concern the fence could be scaled. Reinspection to be scheduled.

Linda suggested the pool committee rotate checking the pool chemical levels.

External doors were found unlocked to the clubhouse.

Rental keys should not contain pool access keys. When the pool is closed for the season, access to the pool area is no longer available. Cannot be opened or used except to service the pool. Linda suggested a lockbox.

**Grounds** – **Mark Thurber**

Josh Beloit will call Majestic landscaping to winterize the sprinklers. Josh will cover the outside faucets.

**Clubhouse** – Vacant

Follow-up on replacing fireplace circuit board. Linda will call the company and schedule a diagnostic and repair appointment.

Follow-up on rotted wood on the chimney. Lorne will ask for a bid from Total Property Service (general contractor.) Josh will look at this as well.

**Tennis/Pickleball Courts** – Vacant

Cindy relayed that Phil Carter requested to purchase and apply a moss removal product. Board agreed to reimburse him. Jon offered to keep it clean. It was confirmed that Majestic Landscaping does blow the leaves off, but moss grows anyway.

**RV Lot – Greg Dement/Josh Beloit**

Josh noted that a razor wire was cut.

**Activities – Stephanie Benson**    
Linda reported on behalf of Stephanie. The Christmas Party is scheduled for Saturday, Dec. 10, 11AM-1PM. Visits with Santa and Mrs. Claus, cookies, cocoa, and crafts for families. Posted on Facebook requesting volunteers for decorating for 6PM Dec. 9.

Linda will transition Fourth of July activity planning to Stephanie. Linda said she is considering possible game nights in the next quarter.

**Welcome Wagon – Paula Dawson/Stephanie Benson**

No report; no home sales. Linda said Lot 111 is still pending.

**Newsletter – Cindy Hutchinson**

Winter issue coming out in early January. Jon will contribute a content piece for the newsletter.

**Website/Communication – Cindy Hutchinson/Jennifer Reed**

Nothing new to report.

**Clubhouse Rentals – JC Higgins/Linda Carter**

Dec. 10 Manorwood Christmas Party; Dec. 17 reserved for Linda Dement; Dec. 31 reserved for birthday party.

**OLD BUSINESS**

1. Rental company Invitation Homes initiated a resolution regarding ongoing CC&R violations at Lot 107. The pending resolution is to the Board’s satisfaction.
2. Covenant compliance report – JC Higgins/Lorne Martin: 5 compliance notices were distributed.
3. Short-term rentals in MOA – After receiving legal counsel, it was determined that short-term rentals (30 days or fewer) are not in violation of the CC&Rs. Adding a new restriction against short-term rentals to the CC&Rs, or indeed any type of rentals, would be deemed a new restriction rather than an amendment of an existing restriction. As such, according to the legal opinion that was based on a Washington Supreme Court ruling, a new restriction in the CC&Rs would require approval of 100% of the members. The Board agreed that 100% approval would not be possible to attain at this time.
4. New keypad for the front door – Josh Beloit proposed purchasing a new deadbolt w/keypad with capacity for 250 codes. Very easy to use. It can be controlled from an app, with codes easily added or removed. A general code could be assigned for clubhouse rentals. Request to purchase for $250. Motion made to buy the new lock. Seconded. Motion passed unanimously.

**NEW BUSINESS**

1. Board officers and roles; nomination of new director. Motion was made to nominate Hillari Mohler to the Board. Unanimously approved. Hillari will serve a three-year term. Mark Thurber agreed to change his term from three years to two years so that the Board can return to the correct cycle of having three director positions up for election each year.

Josh Beloit accepted a one-year term as president, filling the position after the passing of Chris Wilkie.

Josh nominated Jon House to be vice president, and Jon accepted.

Mark Thurber will be the chairman of grounds.

1. Tribute for Chris – The Board will plant a tree this spring and install a plaque in memory of Chris Wilkie. Josh said he will pay for the plaque.

**Next three meeting dates:** (all 6:30 p.m.) January 12, February 9, March 9

**Adjournment 7:38 p.m.**