**MOA Board Meeting Minutes**

**March 9, 2023**

**CALL TO ORDER AT 6:30 P.M.**

Board members present: Heidi Burkheimer, Josh Beloit, Jennifer Reed, Hillari Mohler, Cindy Hutchinson, Mark Thurber, Aaron Grenlund (zoom)

Non-Board members present: JC Higgins/Lorne Martin, Stephanie Benson

Board members absent: Linda Dement, John House

**QUORUM ESTABLISHED**

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

**MINUTES**

Board minutes approved.

**FINANCIAL REPORT**

Assets

$64,143.53 Savings; $8,348.42 reserves.

$73,681.56 in a CD with Edward Jones

21 lots and 4 RV spaces w/ delinquent balances; 8 under $100 owed.

No new liens

No questions

**COMMITTEE REPORTS**

**ACC – Jennifer Reed**

1 application from 73 for median landscaping.

What is the expectation for submitting applications for front yard work?

Revisit guidelines

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

Nothing new with health department

New door lock for HOA Building purchased from Costco $200.00

To be installed in the coming weeks.

Josh Beloit will need assistance with Wi-Fi and pool codes.

Hillari Mohler offered to help.

**Grounds** – **Mark Thurber**

Cindy and Mark are going to purchase a birch tree to plant in memory of Chris Wilkie.

Aaron Grenlund offered to donate it.

Josh Beloit will donate the plaque.

**Clubhouse** – Hillari Mohler

Leak adjustment

Women’s toilet leaking. Stephanie Benson turned it off during personal event at the clubhouse.

Board approved motion to purchase a new toilet up to $200.

Josh Beloit to purchase and install.

What are the requirements for the pool license?

Research flooring options and add to future agenda.

Hillari Mohler to carpet clean.

Josh Beloit to pick up Bissell carpet cleaning solution.

**Tennis/Pickleball Courts** – Vacant

Andy Mohler to clear the moss with Josh Beloit.

Heidi Burkheimer to provide snacks for the crew.

**RV Lot – Greg Dement/Josh Beloit**

Josh inspected the lot – no new updates.

Josh needs a map of the RV lot.

Follow up with Linda Dement to share the excel sheet with the map key.

3 lots need letters.

Pending – Linda retrieving key from Lot 12. We will keep charging lot rental fee until key and notice turned in.

**Activities – Stephanie Benson**    
Possible idea for an Easter Egg Hunt in the future

Ask for donations from the neighborhood (stickers, $1 items)

Securing 4th of July Fire and Police Department participation

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

Lot 12 – not pending yet; no updates

**Newsletter – Cindy Hutchinson**

Spring edition coming out in May

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

Website updated

Added Remembering Janet Fabling

Email requests for non-hoa members to utilize the clubhouse or rent the pool.

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

Request 3M products to be used in place of pushpins

Suggest and provide 3M products

Stephanie Benson to purchase these products.

March 18 rental

Pending for the 25

April 8

We can block out future dates

Linda created template for rental clubhouse inspection forms

1. Old Business
2. Changing Clubhouse reservation deposit structure - resolved
3. Lot 107 – invitations homes resolving situation.
4. Board involvement in recommending in arborists – Board cannot make recommendations. PNW chapter of the arborists. (Article coming in the newsletter) Add link to the website.
5. Proposed ACC Guidelines Revisions - Next Steps: Feedback to be incorporated. Meet as a committee, send a copy to current board. Committee: Heidi, Jennifer, Mark, Cindy, adding Aaron, Stephanie.
6. New Business
7. Mailbox broken into – facilitated communications to impacted homeowners. Police report filed.
8. Overnight parking in Manorwood Park – concerned neighbor. All parks at closed at dusk. Request the city post a sign regarding park hours.
9. Add to April’s agenda: Proposed discussion for next meeting: locks and keys for the clubhouse. Distinguish board keys vs. renter’s keys. Consolidate and organize keys.
10. Add to April’s agenda: Budget discussions for clubhouse improvements and updates. Flooring, paint, & furniture. Updating deck.

Next three meeting dates (all 6:30 p.m.): April 13, May 11, June 8

Adjournment 7:55 PM.