**MOA Board Meeting Minutes**

**6:30 p.m., Sept. 14, 2023, In the Clubhouse**

**CALL TO ORDER AT 6:34 P.M.**

Board members present: Linda Dement, Aaron Grenlund, Jon House, Cindy Hutchinson, Mark Thurber, Hillari Mohler

Non-Board members present: JC Higgins/Lorne Martin. Chad Brummer, David Dillard, Lot 52, Stephanie Benson Lot 14

Board members absent: Heidi Burkheimer, Josh Beloit, Jennifer Reed

**QUORUM ESTABLISHED**

**OPEN FORUM**Boat removed from the lot, credit to be issued, pro-rated. Lorne and Linda to email the Dillards about this.

Discussion: A member asked whether car covers are allowed in driveways? An informal discussion of board members saw no problem with car covers, as long as the vehicle is registered and operable, as stated in the CC&Rs. Member also asked about storing popup campers on driveway. Board members said that likely would not be allowed but will take up the issue at future date. CC&Rs don’t address pop-up campers specifically.

Carol Dillard thanked the board for our service.

**MINUTES**

August Board minutes approved. (Change Nov. 9 to tentative)

**FINANCIAL REPORT**

**Assets total:** $155,921.01

**Savings & reserves;** $78,996.30

**CD with Edward Jones:** $74,424.71 (review when CDs come to term to review for a better interest rate.)

**Cash on hand:** $2,500.00

Notes: 16 lots w/balances and 1 RV spaces

1311 monthly reserve contribution

4th of July reimbursement to Stephanie Benson

5121 wages for August pool attendants

Reimbursement to Linda Dement

Reimbursement to Hillari Mohler 3 new fans

Aquacare $1606.23 June & July

Lorne reported that an owner said they didn’t get a 1st letter notice via first class mail. 2nd notice is the fine sent via first class and certified mail. Proof of corrective action could result in the fine being dismissed if the first notice wasn’t received. But if an owner continually says they never received a first notice, Board will discuss further how to handle such a situation. A pattern of such a claim might be dubious. It was suggested to send email notices to save postage and to ensure “read receipt” on notices.

$52 bundle for phone & Wi-Fi is no longer available. $600~ annual increase.

City of Puyallup water adjustment – not willing Dec – Mar water sewage. Winterized Jan 7th. Waiver on the toilet leak. Talk with water company as their interpretation of our costs to get a refund.

**COMMITTEE REPORTS**

1. Committee reports, as necessary:
	1. ACC/Covenant Compliance Report – Jennifer Reed
		* + - Mark approved a painting application
				- Jennifer gave verbal approval and Mark approved dead tree cut down
	2. Pool/Door Codes – Linda Dement
		* + - Pool codes submitted
				- Working on getting front door keys back from the attendants
				- DOH inspection; expired reagents
				- Employment packets are pending
				- Pool leaking – inspection 10/5
				- Additional chemicals needed so that water is properly treated.
				- Linda to ask Jami Overby for the security login info so the board can access the security footage.
	3. Grounds – Mark Thurber
		* + - Cindy reported that Majestic has not trimmed overgrowth on the south side of the entryway (vines are impeding on the new trees). Ongoing issue with Majestic not trimming back weeds in that area. Cindy suggested Lorne get bids from new landscaping vendors to take over MOA monthly landscaping. Lorne to get us bids. Majestic contract costs more than $14K annually.
				- City of Puyallup on 33rd Ave SE feedback during water main replacement project.

Owner not happy that half of the bush removed on Lot 52.

Destruction of property reported. Stephanie Benson has the email of the PM for the project so we can follow up with feedback and concern regarding trash, destruction of landscaping,

* 1. Clubhouse – Hillari Mohler
		+ - * Greg Dement replaced the cable “stop sign” across the parking lot.
				* Greg Dement replacing the kitchen sink trap.
				* Cindy noted that the fireplace, which broke down a year ago, still has not been fixed and winter is approaching. Linda to contact Wallace to get it fixed as planned. MOA has to pay sales tax from the time when the fireplace was installed several years ago. There was a misunderstanding at Wallace, but the sales tax is still owed and was budgeted to be paid.
	2. Tennis/Pickleball Courts – Vacant
		+ - * Chad Brummer to donate razor wire to be added to the fence of the RV lot.
				* Chad Brummer to oversee this committee and manage the responsibilities, as soon as he finds out what they are.
				* Jon to find a new crank for one of the nets.
	3. RV Lot – Greg Dement/Josh Beloit
		+ - * New forms needed for signature for replacement for the key.
				* No response from Zacker – need the key for the space (Wrong email on the file. Emailed the updated email and no response.)
				* Dillard refund needed for removal of boat – Linda and Lorne to review.
				* Volunteers request for a fall cleanup of the space.
	4. Activities – Stephanie Benson
		+ - * First outdoor movie night was held this summer, Linda reported.
				* Proposed movie night in October to celebrate Halloween
				* Proposed breakfast with Santa instead of longer event with crafts, snacks and beverages. Low attendance.
	5. Welcome Wagon – Vacant
		+ - * Connors moved Lot 12.
				* O’Briens, new owners of Lot 23, submitted their contact info to MOA.
	6. Newsletter – Cindy Hutchinson
		+ - * Cindy thanked Heidi for printing and delivering the paper copies of the newsletter this summer.
				* Fall newsletter will come out in late October or early November.
	7. Website/Communication – Cindy Hutchinson/Jennifer Reed
		+ - * Nothing to report
	8. Clubhouse Rentals – Linda Dement
		+ - * 27 rentals YTD
				* 2 rentals in Sept.
1. **Old Business**
2. Budget priorities – Discuss priorities as listed in the Board-shared Google Doc
	* + Fireplace fix (see under Clubhouse section)
		+ Replacing deck –includes the front, side, and the raised deck.
			1. RFP for budgeting purposes
			2. Committee formed: Chad and Hillari. Email and Facebook post to go out asking for more volunteers.
3. Revision of pool rules – Jon House and Linda Dement
* New pool rules signs: Jon to email Josh with what we need on the sign. Jon to print after the pool rules agreed.
* Reminder that pool is for personal use only. Not for giving paid lessons.
* Board to review the pool rules before new sign is printed. Clarity needed on how many guests per lot vs. per homeowner.
* October meeting - commitment for pool rules and agreement across the board.
	+ - Motion to approve ACC 2023 guidelines. Approved with 6 votes.
1. Motion made to approve updated 2023 ACC Guidelines. Motion seconded. ACC Guidelines unanimously approved 6-0. The changes were mailed to members this past summer to seek feedback before approval. A recently added section on licensed, home-based day cares (prompted by a new state law that says HOAs can’t ban them) did not generate any feedback. Owners were notified of that change via email and the summer newsletter. Cindy said she would post updated ACC Guidelines on manorwood.org and put notice in fall newsletter.
2. **New Business**
3. Proposed draft budget.
	1. Linda to review with Josh
	2. Board to review and provide feedback

Next meeting dates: October 12 at 6:30 p.m., November 9 (tentative) at 6:30 p.m.; Annual Meeting on December 3at 3 p.m.

ADJOURNMENT 7:53PM