

Poulsbo Place II Owners Association Board Meeting November 19, 2015 – Meeting Minutes - “APPROVED”

Board President, Carol Winkler, called a regular meeting of the PPII Board to order at approximately 4:00pm. A quorum existed, with all five Board members present: Carol Winkler, Susie Watts, Jim Schlachter, Vicki Cunning and Matt Lyons. The meeting was held at the home of Susie Watts.

QUORUM ESTABLISHED

APPROVAL of MINUTES from PRIOR MEETINGS: approved (Susie, Jim, unanimous) September 22, and October 26)

OFFICER & COMMITTEE REPORTS

- Treasurer
 - General update and current status: Susie presented a draft budget in 2016, asking the Board to review (she believes a 9-10% dues increase may be warranted).
 - Approval of Treasurer Report: Matt moved, Vicki seconded – the Treasurer’s report was unanimously approved
 - Side note: Matt brought up the idea of Board training as a possible budget item and agreed to research possibilities for training and potential costs. Jim will send him possible contacts.

- Landscaping
 - Update on Transition to *His Hands*
 - PPII Green Thumb has been established as the go-to email account for all issues regarding PPII Landscaping.
 - Vicki provided a list of homeowners opting out of all but grass mowing. Approximately 10% of our homeowners have currently opted out.
 - All water will be shut down by Thanksgiving.
 - Dustin recommends NOT blowing out the lines.
 - Concerns about the lines: Jim/Susie will have conference call with Dustin early next week.

- Secretary’s Report
 - Email has been sent to all homeowners at behest of CAI re: ham radio allowing operators to erect towers without approval of homeowners association. The Board encourages all homeowners to weigh in on this issue.
 - The north & south mailboxes on Willet are broken (the bottom locks no longer work). The Post Office will be handling this.

OLD BUSINESS

- CC&R Revisions (Audit + Electronic Voting)
 - Balloting: to date we have received 51 ballots.
 - Electronic notification has already passed (48-3)
 - Audit issue: 36 yes -15 no

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- Next steps: Susie will review this by the City (they need to see what we are amending)
- Two notarized signatures and then our revisions will be recorded with Kitsap County
- Once this process is complete, we will send out a report verifying results and explaining the changes being made.
- Idea was brought up of having our own PPII website (Jim recommended talking with Juanita Carbaugh at HOA Community Solutions). Matt agreed to talk with her about this.

- Update: HOA Community Solutions: Compliance Letters
 - Tracy from HOA Community Solutions has visited the neighborhood several times and has sent out letters to 37 homeowners. Most homeowners have taken care of their various issues or contacted with a by-when they would handle them.
 - 7 follow up letters were sent at end of July to those who had done nothing.
 - To date, 31 of 37 homeowners have fully complied; 3 partially; 1 in process, 2 have not taken action.
 - Susie recommends waiting till next inspection in spring and anyone who has not complied be given a deadline for completing their work.

- Open Issues for the Board to Complete – Please refer to the Action Chart for a Discussion of these issues.
 - Fence Staining

 - Letters to Hillside Apartments re:
 - Carbon Monoxide Problem
 - Dead tree
 - The Drainage issue from the collapsed parking lot

 - Kent Salo’s data – is there info that can be useful to us? Jim to investigate

 - Letter to Homeowners with Water Hookups shared with Common Space

 - Punch List items:
 - Curb behind Jane Kish’s house
 - Fabric filter socks at Scoter and Willet
 - Dying trees behind Willet
 - Contractor faucet remains in side garden area adjacent to Jane Kish’s house
 - Hot crack fill: Is there anything left on this?

 - Speed Bumps

- Update: Hillside Status from Geo-Engineering Study

NEW BUSINESS

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- Annual Meeting: The Board has selected some possible dates and Carol has agreed to check with the City (use of their room) to find which of these dates work for them.

UPDATES/QUESTIONS/INPUT FROM HOMEOWNER GUESTS - None

REVIEW/RE-STATEMENT OF ACTION ITEMS – WHO/WHAT/BY-WHEN

Adjourned 6:04: Matt moved, Vicki seconded, Unanimous Approval

Next Board Meeting: January 12, 4pm

Attendees: Owner D. Fitzgerald was present for part of the meeting

Submitted by Jim Schlachter, Board Sec./VP , January 6, 2016

Approved by the Board on January 12, 2016

