

Poulsbo Place II Home Owners Association
Board Meeting Minutes of
January 8, 2018

Welcome: A regular meeting of the Poulsbo Place II Homeowners Association (HOA) Board of Directors was called to order by President Vicki Cunning at 4:00pm, January 8, 2018. The meeting was held in the second-floor conference room in the Poulsbo City Hall.

Introductions: Vicki Cunning made introductory remarks with an overview of meeting procedures and protocols. The purpose of the meeting was to conduct the routine business of the HOA, appoint a new Board member, and make a final review and approval of the proposed 2018 budget.

Quorum Established: Board members present were President Vicki Cunning, Treasurer Nate Sargent, and Secretary Matt Lyons. A quorum was established.

Minutes Approved: The minutes of the HOA Board meeting of November 6, 2017 were approved.

Board Member Addition: The Board voted unanimously to appoint Mark Smith to the Board. He will serve until the Annual Meeting, at which time he can run for election to the Board.

Officer Reports:

President: Vicki Cunning lead a discussion on the possibility and advisability of increasing architectural compliance inspections conducted by HOA Community Solutions. The Board voted to table the issue at this time.

Treasurer: Nate Sargent presented the HOA financial statement of November 30, 2017. The Board discussed and approved the statement.

The Treasurer presented, and the Board discussed the proposed 2018 Budget. The Budget was approved/adopted by a unanimous vote of the Board. This budget will be presented to the Homeowners at the next Annual Meeting.

The Board discussed the possibility of waiving the annual audit. The Board approved recommending a waiver of the audit to homeowners at the Annual Meeting. This will save approximately \$3,000.

The Board discussed the issue of homeowner delinquent accounts. HOA Community Solutions is working on behalf of the Association to collect overdue assessments. A lien was recently placed on one home that has been delinquent for an extended period.

Homeowner Discussion: Several homeowners discussed issues including adding volunteers to perform the architectural inspections, status of the claims against Central Highland Builders, and the Annual Meeting.

Homeowners Present:

Garry Willis
Marci Willis
Jane Kish
Pat Carruth

Adjournment: There being no further business, the meeting was adjourned at 5:30pm.

Respectfully submitted:




M. J. Lyons
Secretary

Attachments:

HOA Financial Statement as of November 30, 2017
Approved/adopted 2018 Budget

Approved by the Board of Directors 26 March 2018 at the scheduled meeting of the Board.



M. J. Lyons
Secretary