

Poulsbo Place II Homeowners Association
Board Meeting of January 18, 2017

Welcome and Introductions: A regular meeting of the Board of Directors of the Poulsbo Place Homeowners Association was called to order at 4:00pm January 18, 2017, by Board member Susie Watts. The meeting was held at the home of Board President Vicki Cunning.

Introduction: Vicki Cunning made introductory remarks with an overview of the meeting processes. The purpose of this meeting is to conduct the routine business of the HOA Board.

Quorum Established: Attending Board members present were: President Vicki Cunning, Vice President Kent Salo, Treasurer Susie Watts, and Secretary Matt Lyons. A quorum was established.

Minutes Approved: The Minutes of the HOA Board Meeting, previously distributed for review, of October 23, 2016 were approved.

Officer Reports:

Treasurer: Susie Watts presented, and the Board discussed, the Financial Statement for 2016 (attachment 1), and the proposed budget for 2017 (attachment 2). The Financial Statement and proposed budget were discussed and approved. The budget will be presented to the HOA Annual Meeting in February for final approval.

The Board also discussed the matter of one home owner who is significantly in arrears in paying their monthly HOA fees. The Treasurer will attempt to work with the homeowner on a repayment plan.

Secretary: Matt Lyons discussed preparation for the Annual Meeting, including proxy forms, notification of the annual meeting, and the change of date to February 21, 2017, 7-9pm.

The Secretary will operate the IT equipment at the Annual Meeting.

New Business:

Board Recruitment: The Board discussed the efforts to recruit a new Board member able to serve as Treasurer of the Association.

Revised HOA Rules and regulations: The rules and regulations, dated January 18, 2017 were discussed and approved by the Board.

Reserve Study: Susie discussed the latest Reserve Study for fiscal year 2018. This study, required by Washington State law, is useful for planning capital expenditures. The Board approved the Study. It is provided here as attachment 3.

Annual Meeting: The Board discussed the agenda and format for the February 21 Annual Meeting.

Attorney Meeting: The Board discussed subjects that will be discussed with the Board's attorney at a consultative meeting scheduled for January 19, 2017. Matters include issues with Central Highlands Builders, and the Hillsider 50 Apartments.

Old Business:

Central Highlands Builders: The Board discussed the status of the HOA claim against the Landscape Maintenance Bond. The matter is still unresolved.

Hillsider 50 Apartments Landslide Issue: No action has been completed by the Hillsider 50 organization to correct the collapsed parking lot, or the subsequent landslide on HOA property.

Both matters will be discussed with the attorney on January 19.

Landscaping: The Board discussed landscaping matters. The annual mulching will be delayed until later in the spring so that mulch is not washed away in spring rain. Most homeowners are quite satisfied with the performance of His Hands, our prime contractor.

Adjournment: President Vicki Cunning called for adjournment at 4:50pm. The motion was seconded and passed.

Respectfully submitted,

M J Lyons
Secretary

3 Attachments

Approved at the Poulsbo Place II Board of Directors Meeting, February 16, 2016