



Meeting Minutes

October 20, 2019

The scheduled Board Meeting for the Deer Park Golf and Country Club HOA was held on October 17, 2019, at the Deer Park City Hall at 316 East Crawford Street in Deer Park, WA. Present, and constituting a quorum, were Board Members: Alan Bain, Pat Dexter, Paul Duenich, Keith Erkenbrack and Dan Tucker.

Alan Bain called the meeting to order and presided as Chairman.

MINUTES: It was moved by Dan Tucker, seconded by Keith Erkenbrack, and the motion carried (4-0) to approve the July 11, 2019 Board Meeting Minutes as written.

NEW BUSINESS:

Accounting Agreement: Dan presented a copy of the proposed Accounting Agreement. He noted that the agreement had been screened by the association attorney and is now ready, with board approval, to be presented to the association's accountant, Odynski's Accounting & Tax Service, for their review. Dan noted that Odynski's will then have the opportunity to make changes, or accept it as written. Any changes will then need to be reviewed by the attorney prior to the agreement being finalized and signed. After a brief discussion, Dan moved that the board approve the agreement as written and allow him to present it to the accountant. He further asked for approval to act on the association's behalf in any required negotiations with the accountant. The motion was seconded by Alan Bain and was carried (4-0).

RESOLVED, that on motion duly made, seconded and carried, the board approves the association's proposed agreement with Odynski's Accounting & Tax Service. Dan Tucker is to follow-up with the accountant and act on the association's behalf to present and finalize the required agreement.

Banking: The board discussed the status of our ongoing negotiations with the Washington Federal Bank to give the association the ability to accept online bill payments. Dan noted that a meeting was scheduled earlier this month to meet with the bank and their third-party provider of this service. He also noted the meeting was canceled due to the third-party representative suffering damage to his home during the recent unexpected snow storm in Spokane. Dan reminded everyone that the association must carry continuing cost for providing this service, and that he will come back to the board once the figures and logistics are known. After a brief discussion, the issue was tabled. Dan and Alan to follow-up.

New Business Round Table: No additional new business issues discussed.

OLD BUSINESS:

Budget: Dan shared the latest budget versus actuals report based on the current check account balances, and noted it was for 2019 through September. He noted our income is on a normal tract, and our spending is running a similar tract. He also noted that with the help of the city's tracking report, which they now provide us quarterly, he is now able to independently verify delinquent accounts. Dan then distributed copies of the delinquency report. Keith noted an error caused by a recent home sale. Dan also presented each board member a copy of September Bank Statements for both the operating and reserve bank accounts. He also noted he is now able to track spending through his access to the canceled checks. Issue is ongoing, Dan to follow-up.

Odynski's Accounting and Tax Services: As previously discussed, Dan noted the new checks with two signatures will be ordered this coming week for use starting next month. Issue is ongoing, Dan to follow-up.

CCR Violations: Dan presented a year-to-date report on violations of the Amended and Restated Declaration of Covenants, Conditions, Restrictions and Easements, containing a list of 70 owners who have been reminded of the rules. Dan then again brought up the issue of fines for repeat violations, He noted the process contained within the covenants to do so. After a brief discussion, the issue was tabled. Alan to follow-up.

Home Sales: Dan presented a year-to-date report on the sale of homes within the community. Dan noted the issue is important to stay current on membership and making sure the accountant and the city's records are also current. Issue is ongoing, Dan to follow-up.

Legal: Dan noted that the three delinquent accounts that are currently in collections have a new 30-day window in which to pay the full amount owed. He reminded the board that one account is behind 33 months and two more are behind 21 months. He noted that if they fail to pay within the 30 days, additional action will cost the association approximately \$1200 to \$1500 up front for each. He followed up by noting all expenditures are recoverable from the delinquent account holder. Dan proposed that if any of the three fail to pay in full by the new due date, the attorney is to be instructed to take the next appropriate legal step on each owner who has failed to pay. The motion was seconded by Pat Dexter and was carried (4-0).

RESOLVED, that on motion duly made, seconded and carried, the governing board hereby approves additional legal action to recover the three delinquent assessment accounts currently in collections, that are still delinquent after the November 6, 2019 due date. This approval is to include the up-front funding of any legal costs and/or fees incurred by said action. Also, if any of the delinquent accounts in question are noted to have been paid in full by the due date, then action to remove the existing lien on that property is to proceed normally.

Records: Dan Tucker presented a list of the missing association documents (covenants, amendments and agreements) that reside in county records. He noted he still needs to visit the county court house to verify the documents and to acquire copies. Issue is ongoing, Dan to follow-up.

Shared Operation Expenses: Alan Bain noted that the President of Mountain View Meadows HOA informed him that she took the issue to her board to determine if they will accept paying a quarter of the bill for maintaining the shared common properties. They in turn voted to deny our request. Since the city pointed out the lack of legal agreements and the unwillingness of any of the other parties to enter into such an agreement, we are left with no legal option to pursue the issue further. After a brief discussion, the issue was closed. No further action required.

Website: Dan Tucker presented the 2019 usage report through September, which shows the number of visitors who view the website each month. He noted he continues to update the site interesting material to bring viewers back. After a brief discussion, the issue was tabled. Issue is ongoing, Dan to follow-up.

Old Business Round Table: .

Water Backflow Preventer: Dan mentioned the association had been recently notified by the City of Deer Park that the backflow preventer for our sprinkler system is due for its annual required operational test. Alan said he has already turned the request over to CR Landscaping Services, our maintenance contractor, to perform the test. After a brief discussion, the issue was tabled. Issue is ongoing, Alan to follow-up.

Entry Fence: Dan once again mentioned the condition of the entry fence. He noted he sent out requests for replacement quotes, but there were no replies. He noted there is one additional fencing

company to contact and stated that he plans to seek their quote as well. After a brief discussion, the issue was tabled. Issue is ongoing, Dan to follow-up.

Leaning Fence Posts: Alan noted that the company that is developing the adjoining property has said that if we remove the attached fence panels from each post, they will have a crew straighten them at no cost. After a brief discussion, the issue was tabled. Issue is ongoing, Alan to follow-up.

Perimeter Fence: As a related follow up issue, Dan mentioned the development's perimeter fence to the west of the leaning post which is made of the same material as the entry fence, and it borders the backyards of several association homes. He again noted that since the fence is the associations property, and that we are responsible for keeping it repaired, and with the adjoining property being developed, we should explore our options concerning its replacement, or if need be its repair. After a brief discussion, the issue was tabled. Issue is ongoing, Alan and Dan to follow-up.

Governing Board: Dan reminded the board members that when he was asked to join over a year ago, he made it clear his purpose was to help make the association's operations, finances, records, and website, current and legal, and that his continued tenure was dependent on his completing those tasks. He then announced he is getting close to completing the last of those tasks, and that he plans on leaving the board after the December meeting. He noted he will bring all the updated official association records to that meeting for the board to keep. He reminded everyone that he is filling both the Secretary and Treasurer position, and that, if needed, he will be available to help the new board members transition into their new roles. Alan Bain then announced that he is planning to move out of state, and that he too would be leaving the board sometime between now and early next year. Dan noted he would send a letter out to the membership asking for volunteers to join the board. He also asked that each board member talk to neighbors to aid in the recruitment of anyone interested in helping. Finally, Dan noted that he recommends that after his exit, the board seriously look into the cost of hiring a hoa management company to handle the day-to-day operations. After a spirited discussion, the issue was tabled. Issue is ongoing, Dan to follow-up.

Next Board Meeting: The next board meeting is a Special Meeting to plan the 2020 Annual Members Meeting. It is to be held on December 12, 2019, at 7:00pm, at in the Deer Park City Council Chamber, in the Deer Park City Hall, located at 316 East Crawford Street in Deer Park, WA.

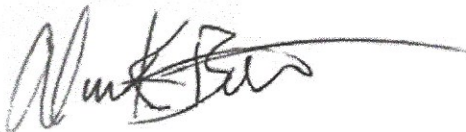
No other old issues were discussed.

There being no further business to come before the board, and on motion duly made, seconded and carried, the meeting was adjourned.

Dated: October 20, 2019.



Secretary



ATTEST:

Board Member