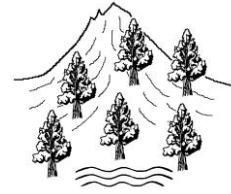


Cascade View Estates Homeowners' Association



CVE HOA Board Meeting
August 6, 2016
3rd Quarterly Meeting Minutes

The 3rd Quarterly meeting was called to order Saturday, August 6, 2016, at 9:00 a.m. Those present at the meeting were Bill Trumble, Len Lutero, Julie Boock, Antonina Vass, John Seitter, and Bob Grabar.

The first order of business was the announcement that, Member at Large Board Member, Cory Nystul, resigned his board position. The Board will need to find another volunteer to complete the remainder of Cory's term, which will end May, 2018.

A short discussion ensued regarding a possible "succession" plan. The focus of the discussion was how any board member would hand off their position to a newly elected individual to the board. A "job shadowing" was recommended for a period of time before the outgoing board member leaves office. Further consideration as to how to implement this succession plan will be discussed at next board meeting.

Compliance Report – currently there are six homes under construction – most of the house are 50% or more completed. Complaints concerning debris at construction sites was discussed, and identification and contact of entities behind construction have been undertaken.

Lot 51 – currently is accumulating clutter consisting of lawn mowers parked on side of house, noxious weeds, etc. Letter will be sent to owner requesting cleanup as well as offering some simple solution to assist in clutter accumulation.

Lot 218 – dead lawn. No one at the home when contact is attempted, letter to be sent to owner for course of action.

For November agenda – need to review Blake & Sons services, and then review other options for common area upkeep and maintenance.

Budget – spring cleanup - \$600 – budgeted – still good within budget. We have not received our audit from Alliance Professionals yet, but it is expected that the audit will be finished by the end of August. We allowed \$3,500 for audit

expense. So far, expenses are under proposed budget. A lot of sales going on in the development. We are under budget for watering bills so far this year.

Next board meeting in November, last meeting for the year – memos will be sent by John for budget discussions in November.

The matter of keeping our public sidewalks clear of debris and overgrown plants and bushes was addressed. It is important to make sure there are not overgrown plants, bushes, or trees that would impede pedestrians or would cause injury to walkers, children, or our walking senior citizens.

The Architectural Review Committee form on the website will be updated in order to obtain additional contact information (such as email and cell phone number) for speedier response times on project submissions.

There was a discussion concerning what to include in our two mailings a year. We need more information for homeowners and also a discussion about what to present to homeowners at the annual meeting that would be of value and interest to them to increase attendance at that meeting. Suggestions included that we invite local real estate agent to discuss home values, trends, and tips to increase curb appeal; also having an open forum for homeowners for discussion of concerns, problem solving, and the sharing of ideas.

An additional document was suggested to be added in our annual mailer which would ask to update homeowner information concerning home occupancy status, such as renters' names, emergency contact of homeowner if living off site in case of emergency circumstances concerning rented home. We will need to update homeowners' current addresses, emails, and contact information.

It was pointed out that our Bylaws – require and Architectural Review Committee (ARC) – and a Bylaws committee. The Bylaws also allow the board to act as the standing ARC committee and the standing Covenant committee, if in agreement. It was recommended that we take time to think about this resolution.

The upcoming budget is being put together, and it is now time to present line items needed for next year's operations.

Executive session – discussion of ideas, solutions to current complaints. Antonina to put out volunteer request on “Next Door” for HOA homeowners to fill the vacancy of the board position – Member at Large.

It was decided that once we receive the applicants for the open board position, the Board will vote via email.

Next Board Meeting: Saturday, November 12, 2016, 9:00 a.m., at the Community Presbyterian Church, Redmond.