



## Overlook at Qualchan HOA - Board of Directors Meeting Minutes

03/30/2023 3:00pm

Via WEB Properties Zoom:

<https://www.google.com/url?q=https://us02web.zoom.us/j/83611385260?pwd%3Dc3R2dFdRS1RFamRzbn4xdTU1Y012UT09&sa=D&source=calendar&ust=1680630098745475&usg=AOvVaw0JvBPIr2BJtll-QbInd-1d>

### A. Welcome and Introductions

- a. Board Members: Mike Bafigo, Liz Legg, Bob McVicars, Marianne Muzio, Joe Vallorano
- b. WEB Properties: Bill Butler, Holly Waggoner, Lauri Atchison
- c. Homeowners: None

Board Quorum Established

### B. Reports of Officers

- a. President's Report – Welcome Marianne Muzio to the Board

### C. Reports of Committees

- a. ARC/Grounds -
  - i. 5030 Lincoln Way – complaints from neighbors.
- b. Financial
  - i. Receivables - delinquency information has been sent to the Attorney for a demand letter to the residence.
  - ii. A letter and email have been sent to the Stanley's requesting an 18-month payment plan with them before they are sent to legal. Attached.
- c. 501 W Willapa Encroachment Issue – the Board will be discussing the removal of the shed in the May meeting. It was agreed that the shed must be removed by May 31, 2023. WEB will have C&C provide an estimate for clean-up of the area and removal of the shed.

### D. Election of Board Members, update – Marianne Muzio has accepted the nomination and assignment to the open Board position.

### E. Unfinished Business

- a. Landscaping -
  - i. Hillside Maintenance by Homeowners will pick up in the Spring.
  - ii. The Block Party will be held on May 20<sup>th</sup> from 3 p.m. to 5 p.m. The Ice Cream truck will be reserved, and Liz will submit any receipts for deposits to WEB Properties for reimbursement. Postcards will be sent out at the beginning of



May, and WEB will blast out a reminder email a week before the event. Additional food items to be served at the Block Party will be discussed at the April meeting.

F. New Business

- a. 2023 Budget was adjusted to add the \$15k for an audit that the Board requested.
- b. Board approved the following signs be purchased and installed at the specific locations:
  - Menaul 4 poles (total signs 8)
  - Jordan 3 poles (total 6 signs) (Jordan Ln will have another pole installed)
  - Upper Jordan 4 poles (total 8 signs)
  - 2 extra signs will be ordered as back-ups.
  - All the poles that are leaning will be corrected as needed.
- c. CC&R violation letters – the Board requested that Spring to Fall, violation letters for Yard Waste Bins not be sent out.
- d. January and February meeting minutes were approved.
- e. The Annual HOA Meeting will be held on Thursday, May 11<sup>th</sup> at 6:00 p.m. at St. John's Lutheran Church (5810 E. Meadowlane Rd., Spokane).
  - i. Blast email notification for the meeting will go out to homeowners in April.
- f. The Board meeting for April was proposed for April 20<sup>th</sup> at 3 p.m. A confirmation email will be sent out to the Board to confirm this date will work.

G. Adjournment 4:19 p.m.