

Board of Directors Meeting Minutes

Date: July 17, 2025 | Time: 4:36 PM | Location: Via Zoom

I. Call to Order

Vice President Jamie called the meeting to order at 4:36 PM.

II. Roll Call

Present: Mike Durgan, Jamie Eggink, Ty Browning, Todd Ellsworth, Jordan Bilodeaux; WEB: David and Bill

Absent: Marianne Muzio, Tom Jones

III. Approval of Minutes

Motion by Jamie to approve the June 5, 2025 meeting minutes. Seconded by Mike. Motion carried unanimously.

IV. Officer and Treasurer Reports

President (Mike):

- Reported that a homeowner asked the board to consider requesting participation in a Latah Valley fire evacuation drill.
- The board voted unanimously via email to authorize Mike to make contact. Underway.
- Attorney search: Pending

Treasurer (Ty):

- Reviewed financials and noted that top-line revenue is trending down.
- Asked what assumptions the budget is based on. David said it was built off last year's budget; it does not account for delinquencies.
- Ty recommended against using prior year budgets as the sole basis for future budgets.
- A \$15,000 variance in snow removal expenses was noted. The board asked WEB to conduct a deeper survey of PUD snow removal expenses and invoices. There were reportedly 30 plow events (minimum 2") and 1 de-ice event during the 2024–2025 winter, which seemed high given snowfall levels.

V. Committee Reports

Finance Committee:

- \$10,000 in delinquencies; 35% are vacant lots.

- Delinquency Policy: Tabled to give members more time for review and consideration.

Architectural Committee: 5108 S Jordan Ln – Sold in bankruptcy. WEB submitted claim for \$2,693; 5112 S Jordan Ln: under construction; arch application received. 5106 S Jordan Ln: pending – awaiting architectural application.

VI. Unfinished Business

1. 501 W Bolan Water Usage: Mike and David will compare summer vs winter water usage and compare with other PUD costs to determine whether the HOA is reimbursing the owner appropriately. Findings to be reported back by 7/24.

3. Common Area Easements: Falcon Group easement request is on hold until all Falcon Group account balances are paid.

VII. New Business

1. Ice Cream Social: Estimated cost: \$600 for hot dogs and ice cream. \$800 in budget.

- Motion by Jamie to hold the event. Seconded by Ty. Motion carried unanimously.

2. Bylaws Amendment: Jamie motioned to amend the bylaws to formally adopt Robert's Rules of Order.

- Members agreed to review the emailed resolution and vote via email.

3. Willapa Drainage Issue: Jamie recommended hiring Joel Lee (Metro Engineering) to inspect and provide recommendations.

- Motion by Ty to hire Joel Lee. Seconded by Jamie. Motion carried unanimously.

VIII. Adjournment

Meeting adjourned at 6pm