*Meadows at Rock Creek Homeowners’ Association*

**REGULAR MEETING**

**OF THE BOARD OF DIRECTORS**

\*\*MEETING MINUTES\*\*

**Meeting Date: January 11, 2021**

**Meeting Time: 6:00 p.m.**

**Meeting Location: Virtual Zoom Meeting**

*6:06 pm* **Call to Order** Meeting was called to order by Eric

*6:07 pm* **Roll Call** All members of the board are present, excepting Theresa Norton, as well as Kat Banzeruk, representing Windemere Property Management. Donelle Fletcher from Windemere was also attending. Theresa Norton will be stepping down from her role as communications officer.

*6:08 pm* **Approval of Previous Meeting Minutes**

 *Emily motioned for approval, Alaina seconded the motion. The motion was approved unanimously.*

*6:09pm* **Meeting Agenda**

Topics for discussion as follows:

* Financial Report and Summary for End of Year
* Committee Reports
* Unfinished Business
* New Business
* Additional Meetings
* Nomination of new board member

*6:10 pm* **Financial Report and Summary:** Kat provided a financial report and summary as part of the board packet for the board members to review. There was some discussion about past due accounts and later in the meeting discussion ensued of whether to pursue legal action. There was a report provided by Kat of homeowners who have prepaid their dues.

*6:15 pm* **Approval of Financial Report and Summary**

 *Rina motioned for approval, Emily seconded the motion. The motion was approved unanimously.*

*6:16 pm* **Committee Reports:** *Nothing to report from ACC committee. No other committees present.*

*6:17 pm* **Unfinished Business:** Discussion about whether evergreen trees on Kent/Kangley are the responsibility of the HOA or WSDOT. HOA has been maintaining the landscaping to date. Board reviewed the service agreement with VPS. Eric mentioned the need to make some capitol improvements on landscaping for trees that have become overgrown now that the neighborhood is coming up on 16 years. Windemere to get bids from arborists to determine what work needs to be done and the cost. VPS to accompany the arborist and provide input on capitol improvements. Windemere to get bids for bark replacement. The board plan is to replace half of the bark on either the inside or the outside of the neighborhood this year and the remaining the subsequent year. Windemere to contact ATC to see if they can find any record of previous collections initiated for the significant delinquent balances. If there is no record of collections from ATC, board unanimously agreed to have Windemere consult legal on whether those balances can be sent to collections. Windemere to contact Rebecca Bansky-Jones for storage key and get the previous files out of storage where they can be scanned into Microsoft Teams. Windemere team to determine which files might still be relevant.

*6:35 pm* **New Business:** Violation log was reviewed by the board which includes landscaping, home maintenance, and parking violations. The board also reviewed a detailed packet that was sent by a homeowner with photos and documented violations. The broken water pipe in the park by the basketball hoop has been fixed by Soos Creek. Discussion ensued regarding more street lights on 228th to Witte Rd. Windemere to contact the City of Maple Valley to request more streetlights. Lot 99 requested the status of tree trimming in a tree that is impinging on their property and causing problems. Board agreed to have VPS address the issue. Zach requested that Windemere have VPS document in general the work they have done and provide a report so that the board knows what has and has not been completed by VPS, particularly in regards to specialty maintenance. Kat agreed to request a more itemized bill from VPS. Alaina to write a Facebook message regarding the basketball hoop that is being continually damaged and vandalized. Zack to get a bid from the company that does industrial playground equipment for the City of Maple Valley.

*7:03 pm* **Annual Homeowner’s Meeting** to be held on Tuesday, Feruary 23rd at 7:00pm. Quarterly meeting TBA.

*7:09 pm* **Nomination of Replacement Board Member:** Eric suggested Eric Jones as a replacement.

 *Emily nominated Eric Jones as a board member of the Meadows at Rock Creek.**Julie Ann seconded the motion. The motion was approved unanimously.*

*7:23pm* **Motion to Adjourn:** *Rina motioned to adjourn, Alaina seconded the motion. The motion was approved unanimously.*

*7:24 pm Meeting Adjourned.*