

The Villages of Garrison Creek .. Master Property Management Association

BOARD MINUTES

Wednesday 27 February 2019

MPMA Directors: Dick Cook, president, John Cress, vice president, Marie Evans, secretary/treasurer, Jim Murphy/ARC, Morris Kivett, Marilyn Vogel

Prior to the call to order, John Cress led us in a moment of silence in remembrance of Board Member Sam LeFore. There were several comments made concerning Sam's dedication to the community, especially to the Villages of Garrison Creek. His death was sudden. He will be missed.

1 .. Quorum Call: Dick Cook, absent. Jim Murphy attended by phone. Four members were present. Quorum established.

2 .. Action on open Board Position: John Cress announced that Henning Guldhammer has been asked to serve and has agreed. Motion by Marie, seconded by Marilyn that Henning Guldhammer be appointed by the MPMA Board to serve the remainder of Sam LeFore's term as MPMA Board Director. Morris Kivett said that he had come intending to suggest that Donna LeFore be asked to serve. John Cress stated that he knew the LeFore family well and felt that Mrs. LeFore would decline for health reasons. Motion Passed Unanimously. Henning was then seated as a MPMA Board Member. Henning introduced himself to the group and said that he was pleased to serve on this Board.

3 .. Member Communications & Comments: Jack Gisler wanted to thank the Board for all their hard work. We are in a "good place" in our HOA and it's heartening to be part of the progress.

There was a question about snow plowing since we've had a month of snowfall that's not over yet. Marie read portions of the Board Policy. Ray Goff will answer specific questions in his report.

4 .. Minutes: It was moved by Marilyn and seconded by Marie that we approve the Minutes of January 23, 2019. Motion passed.

5 .. Approval of Financial Report: Marie stated that Jim Hall will be invited to meetings where we had specific questions but that the Financial Report would be presented at the meetings for Board inspection and approval. Marie noted that we would probably be over budget for snow plowing for this season. Any overage will be taken from Contingency. Morris moved and Marilyn seconded that the Financial Report be accepted as presented. Marie reminded us that all our financial records are posted on the website for members only.

6 .. Pending [Old] Business and Committee Reports

- **Status of Current Board and/or Committee Members:** John Cress reported on his phone call with Dick Cook. He said that Dick's son is now in Spokane and they are

hoping for a full recovery. Marie noted that Dick assured her that he was taking time off for his family and not leaving the MPMA Board.

Daryl Schreiner has had surgery and is recovering well at home.

Henning Guldhammer has checked on the status of the website capability at SonBridge and feels that we can arrange to have board members who are not present on site, attend the meeting by Skype or some other computer-based program. This would eliminate the need for cell phone connections which are not as reliable.

- **Items Recently Accomplished**
 - Bank Signatures for 2019 now include Dick Cook, Marie Evans, and Jim Hall.
 - 2018 Financial Audit Contracted with JH Vandal, CPA. We will receive a report later in the year.
- **Requested Input from Association's Attorney – Marie Evans** emailed back and forth with our HOA attorney and received the following information:
 - Proxy Practices at All VGC Governance Levels- Okay for Phase VI (or any phase) to include proxy voting in their phase meetings. Okay for Annual Membership Meetings for the MPMA. Proxy voting is not allowed under the new Washington State HOA law. Kurt Carlson said that will be outlined in the new documents.
 - Rental Policies—By Phase, MPMA – This will be an ongoing discussion as to what the new documents should say. Our attorney wants us to know that any restrictions must be in the Covenants main document, not an amendment. Since the HOA Covenants govern this restriction, the individual phases that have put rental restrictions in their bylaws are leaving themselves open to possible litigation which will be difficult to defend. John Cress noted that if a phase were sued, we would have to check the MPMA's responsibility, since we have now informed the phases that we currently have no restriction in our Covenants.
 - Covenants Interpretation on MPMA Board and ARC Relationship – Our attorney says that we should outline the ARC, it's duties, appointments, etc. in our new documents. She is looking for sample language. (Jim Murphy said he is also looking for sample language.)
 - Guidance on Creation of New and/or Revised Covenants and Bylaws – Our attorney is willing to work with us in any way she can be of assistance as we go through the process. She is looking for sample language and is available for advice whenever we have questions. John Cress noted that we should have one or two people who are authorized to discuss issues with the attorney so that we don't have several people calling her and running up legal costs.
- **VGC Leaders Contact List Review** – Marie is working on a list of board members and leaders within the HOA. A draft was shared with the Board. Updated copies will be distributed by email as changes are made. The document has a date in the upper right-hand corner so that everyone can see which is the most current list.
- **Community Associations Institute (CAI) Membership** – We have updated the list of those who are members of this institute for 2019. There were comments that this is a good organization that offers us valuable information.
- **Strategic Planning Committee – Jack Gisler**
 - Phase Focus Groups – The meeting dates are set and representatives from all phases except Phase 1 will attend.
 - Commencement of Work on Drafting New Governance Documents. Kurt Carlson has been reviewing all the documents and is updating some language. The SPC will work on all the documents and share periodically with the Board. They will try to keep a limit on the number of drafts on email.

John thanked Jack and Kurt for the hours of work writing and envisioning changes that will improve our documents and, therefore, our community.

- **Common Area Maintenance Contracts – Ray Goff**

Ray gave a report on the snow plowing issue. He said that he and Ike Muro have talked almost daily about the need for plowing and the best time to schedule it. Ray said that he must reserve Ike's services early as Ike has many other clients who need his services. The Myra and Larch entrances need special attention and Ray feels that our one hilly road needs plowing even before Garrison Village Way. Ray is going to work on rewording the Snow Policy and make a recommendation to the Board. Ray is checking on the Common Area contracts. Phases I and II are already contracted with Smith Brothers. Ike is already contracted for the Common Areas. Ray is checking on the phase contracts. Comments were made about how it would simplify things for us if we had one landscape contractor that did all of the work in the Villages.
- **Phase I Government – no report**
- **Phase VI Feedback**
 - Delinquent Account Payback Status – Marie explained that we were to set up a meeting with Phase VI leadership, Dick, Marie, and Jim Hall but that meeting has been postponed.

7 .. New Business – none

8 .. Next Board Meeting .. March 27, 2019 at 2:00 p.m. at SonBridge Community Center
Henning announced he would not be able to attend due to a trip to Israel.

9 .. Executive Session, if needed – Marie said she had a short list of delinquent payers but was not prepared to discuss the progress made in collecting from them.