



Master Property Management Association

Board Meeting Minutes

January 28, 2021 [ZOOM Conference]

VGC Board of Directors-Dick Cook, Marie Evans, Jim Murphy, Linda Olson, Denise Bartlow, Joyce Beecroft, Jeanne Joyal

Quorum Call- All Board members present.

Guests-Phalba Tomad, Dave Ellis, Donna Fisher, Dan Halstrom, Richard Gilliland, Don Coleman, Ray Goff, John Jaso, Dennis Olson, Cindy, Loren Ann, Hillary Harshman, Steve Roberson.

Election of 2021 Board Officers- Dick began this segment with a summary of each Board members years on the Board. Joyce nominated Denise Bartlow for secretary. Denise accepted nomination. Motion was second by Marie. No other nominations received. Jeanne nominated Marie Evans for treasurer. Marie accepted nomination. Motion was second by Jim. No other nominations received. Jim nominated Dick for Vice President. Dick accepted nomination. Joyce second nomination. No other nominations received. Marie nominated Linda for President. Linda accepted nomination. Motion was second by Jeanne. No other nominations received. Marie made motion to pass nominations by acclamation, motion was second by Jeanne. **Motion passed unanimously.** The following are positions are held by board members for 2021.

Linda Olson- President

Dick Cook-Vice President

Marie Evans- Treasurer

Denise Bartlow- Secretary

Member Communication-Received a letter from Doug Tash concerning dog excrement along sidewalks and paths, that is not being picked up. This has been referred to ARC. Received a letter from Jeanne Estab informing us of the theft of mail from her mailbox occurring the first

part of January. This has gone to the Executive Committee, who is currently working with Villages on mailboxes. Received letter from Don Coleman and 15 others with the groups concerns and requests applicable to the Reserve fund balance and monthly assessment. Don spoke to the board, confirming Board members had received correspondence and had read. Don expressed appreciation for the hard work the board does. Dick indicated this letter will go to the respective committees for a reply, hoping to have this reply by next meeting. Don stated he had not expected a response today, and was agreeable to wait. **(see attached copy of letter)**

Minutes-November 18, 2020 minutes were presented. Jim made motion to accept as presented. Marie second motion. **Minutes approved unanimously.**

Financial-Marie reported on financials thru December 31,2020. Currently these are not yet closed for 2020, waiting for all outstanding bills to arrive. Jim Hall is working currently on 1099 tax forms which go out to all vendors. The 2018/2019 audit is close to complete, it had been held up due to the lawsuit. Marie moved to accept the financial report as written. Jim second this motion as presented and posted on the website. **Motion passed unanimously.** Dick reported that we are still waiting on signed contracts for the common areas from landscapers. We currently have a verbal from Ike. Village 8 stated they had a signed landscaping contract.

Committee Updates- Jim reported for the **ARC** committee They have had their first meeting of 2021, which included 2 new committee members. He spoke of the plan to replace signage along walking trail, new 15 MPH signage, blind intersection and wrong way, and possible clean-up after your pet signage. The committee is currently doing assessments on homes, auditing for needed paint, missing shingles, moss on roofs, and fence repair and staining. This report will be presented to the board, and letters will go out to the homeowners. The committee is researching possible solutions for cars driving on grassy areas. Speed bumps and rocks can be placed to reduce speed and cars on grass. They are looking at placing a Doggie Bag station along the south trailway, to have owners pick up after their dogs. ARC is looking at replacing the entrance signs at Myra and Larch, to convey the 15 MPH, and private property. The overflow parking lot was discussed, the concern expressed of several vehicles that have not moved. Notices have been put on all vehicles, informing them of the parking lot policies. One long term car has been moved from lot. Towing of vehicles was discussed, with Marie pointing out that the Villages does not own the property, and as such we have no legal grounds to tow. Donna pointed out the sign that is at the entrance of the lot, which states the parking lot policies, and the possibility of towing. Dick indicated we need to let residents know what is going on, and of towing, it was suggested to add to residents newsletter. Currently second notices are needed on vehicles that have not moved. Dick asked to keep this discussion open and continue. **(see attached ARC report)**

Joyce reported on **Safety/Security** committee. She stated that despite mild winter so far, icy conditions have caused a car to slide off roadway and thru a lawn, at a home by the gazebo. She gave a "Thank You" to Ray Goff for putting down sand on the bridges due to ice before Christmas and again shortly after, making these safer for walkers. At the beginning of January, an Emergency Preparation guide was emailed to homeowners, with recommendations for residents. Included in this communication was the need for residents to have an emergency contact. This contact information, including info on pets can be sent via email to safteysecurity@villagesofgarrisoncreek.com and will be included in the Village directory. As speed is a continued concern, the committee has contacted the College Place Police dept. asking to obtain the use of the radar speed monitoring trailer. We have received approval for this, and it

will be placed at several locations within the Village. Please use this a tool for maintaining the 15 MPH speed limit. The committee has been working with ARC and Common grounds maintenance to address a safety concern on the walkways by the gazebo. It has been agreed that several shrubs will be removed, and tree canopies brought up. This will allow visibility for walkers and drivers to see each other at the crossings on GVW.(see attached Security/Safety report)

Homeowner Handbook-Denise reported that updating has been completed on the Homeowner Handbook, and it is posted on the website. New residents, and those without email will be given hard copies of this.

Common Area- Ray spoke of the removal of shrubbery by the gazebo project, asking the board for approval to proceed. Dick assured him that this was within the budget. He talked of the second part of this project, which is in review currently. Proposing to remove the arborvitae lining the fences along GVW, close to Larch entrance. This would entail the removal of arborvitae, repair and staining of fences, and replanting of shrubbery. He would like to contact the homeowners whose property is next to this, to get their input. Ray stated he will be working with the Police office on placement of the radar speed trailer. Dick brought up the tree limb that recently fell from a cemetery willow tree, over to the side yard of a resident. Ray indicated he will be in contact with the cemetery owners to inquire if they will address this problem.

Communication- Dick spoke of the continuing need to communicate with residents. Currently, the emails sent out are opened by approximately 50-70% of recipients. Other forms of communication are the flyer boxes which are placed at the mailboxes. Jeanne has agreed to take on this project, keeping info current and replaced often.

Calendar-It was agreed that the next board meeting would be on February 24, 2021, at 2pm, via ZOOM.

Executive Session- Marie made a motion to leave board meeting and go to Executive session for the purpose to discuss legal, delinquencies, and parking lot. Denise second motion. **Motion passed.** No action taken during executive session. Jim moved to come out of executive session and Marie second it. **Motion passed unanimously.**

Adjournment