

Minutes of Meeting
VACNCA Board of Directors
10:00 A.M.; August 4, 2016

Present: Michael Onorato, Beverly Brownrigg, Larry Green, Rhea Ramsay, Earl Sheneman, Sue Conger and Bob Hansen.

Welcome Members: Barb Green, Rhonda McMartin, Joe Willis Marie Bishop, Rosalie Nast and JoAnne Wyatt.

1. Call to Order: 10:00 A.M.
 - 1.1 Michael asked the Board to approve Rhonda McMartin as Secretary pro tempore. Larry made the motion, Rhea seconded and the motion passed.
2. The Minutes from July 14, 2016 were reviewed and it was noted that Bev and Rhea have been added as signers on the banking business and Cindy Asprey has been removed. Sue made a motion that the Minutes be approved as amended. Bev seconded the motion and it passed.
3. Treasurer Report
 - 3.1 Earl is still waiting on the Credit Union's financial statements which he will be reconciling and then passing out copies of his report to the Board. All bills are paid to date and the majority of HOA dues are in with a few dues coming in within the next couple of days.
 - 3.2 General Fund Balance: \$49,596.01
 - 3.3 Reserve Fund Balance: \$217,025.48
 - 3.4 Sewer bill that has just been paid and will be reflected in the next month's statement is the 4th of 6 billings for the year. We are 6.4% over what had been expended at this time last year. The budget has allowed for a 7 - 8% increase so we should be under budget by the end of the year.
4. Building & Grounds Report
 - 4.1 Larry reported that Unit 1198 had their garage door roller replaced.
 - 4.2 The entrance sign post has been repaired and painted.
 - 4.3 Another pathway light fixture has been replaced and Larry ordered a half dozen to have replacements on hand for future repairs as needed.
 - 4.4 Unit 1203 has had the garage door and operator replaced.
 - 4.5 Unit 1256 had to have an outside faucet replaced.

- 4.6 Unit 1237 needs a new garage door and operator which has been ordered.
- 4.7 JoAnne's door will be painted.

5. For the Record

- 5.1 We are a constituent part of Cordata Business Park Association. That Association has voted to relinquish maintenance of the trees, hedges and grass along Stuart Avenue to our Association and WCC beginning January 1, 2017.
- 5.2 Festival Boulevard has contracted for our shared road to be resurfaced on one half of the roadway on 8/10 - 8/12 and the other side will be resurfaced on 8/24 - 8/26.
- 5.3 VACNCA's cost was stated as \$810.83. The consensus of the Board was that only \$810.83 would be authorized as our cost and that there be better communication in the future as to their discussions with us before they make spending decisions without our involvement. Larry went on the record as agreeing to payment but paying under protest.
- 5.4 The cost amount of \$810.83 was stated in the May 12, 2016, Minutes.

6. Old Business

- 6.1 Professional management versus self management was brought up and Rhonda expressed how well VACNCA is being currently managed in comparison with the other Associations recently reviewed. The Board expressed their gratitude to Earl and Larry for the work they do.
- 6.2 Nominations and elections must be carefully addressed for the Board is a legal entity and the meetings are legal situations. Using volunteers versus professional management is an important concern. The President felt that Elections should not include the signing of ballots and there will be more attention given to a review of the election process for the next general meeting.

7. New Business

- 7.1 There is an upcoming all day Seminar being held at the Washington State Convention Center on September 24, 2016, in which topics under discussion are for the protection and benefit of HOA's. In particular, Michael felt that VACNCA would benefit from topics on: Real Risk for Deferred Maintenance and D&O Insurance Policies. Bev expressed an interest in attending as well.
- 7.2 The cost is \$84.00 (each) if we register now versus \$130.00 if by mail, or \$170.00 at the door.

- 7.3 Earl made a motion that the Board cover the registration costs and mileage for Michael and Bev. Bob seconded and the Ayes carried it.
- 7.4 Discussion of the timeline in putting together the next year's budget was given as: First Draft in September, Second Draft in October with Board Approval in November and Ratification in December. If the Budget is not ratified by the membership, then the 2016 Budget carries forth until a new budget is presented to the Community. **In order to ratify the Budget, we will need 31 Northwind Circle residents to be present.** Questions are welcome at that time.
- 7.5 A Budget Committee comprised of Earl, Larry, Sue, Pete Asprey and Joe Willis was presented. Bev made a motion that these 5 members be accepted as the Budget Committee and Rhea seconded. In discussion, Sue is willing for any one else to take her place for it was very educational and reassuring for her to have been on the committee in the past and to see how each dime spent is accounted for.
- 7.6 Self Management versus Professional Management: Earl stated that by the next meeting there must be a decision by the Board so that the decision made will be reflected in the next year's Budget. If the consensus is for Professional Management, then there will be substantial costs involved.
- 7.7 Rosalie Nast requested the use of the Club House for foreign students from WCC to use on Friday 10/21/16 and Friday 11/18/16 for the purpose of increasing their fluency of English. WCC's foreign students used our facility one time in the last academic year. They normally meet at Festival Square's clubhouse. Sue made a motion to accept the request based only on these two dates and Rhea seconded it. The motion was carried by all but Larry who abstained.
- 7.8 Michael brought to the attention of the Board, a recent article about the possibility of insufficient insurance coverage for those who substantially update their unit in the event of a claim. According to the article, the increased cost in improvements may not be covered by VACNAC's policy and they should consult with their insurance agent for clarification of coverage.

8. Open Discussion

- 8.1 There will be two openings on the Board in January 2017.
- 8.2 Joe Willis indicated that Insurance renewals are now on a 1 year basis due to catastrophic losses nationwide this last year. Premiums are

expected to increase 3 - 7%. Our policy comes up for renewal in October.

- 8.3 After the Minutes were distributed last month, speeders slowed down for about 3 days. Marie had checked costs and recommendations for our neighborhood from two paving companies as well as the cost to defend ourselves in the event of a wrongful death lawsuit. We either slow down now...ALL OF US! or we are looking at having to implement speed bumps as high as \$1,000.00 each in order to slow the traffic down in Northwind Circle. Please talk with your guests and/or caregivers and check your own speed and help us all be safer and happier and not have to take the measures that are required in order to deal with people's noncompliance on this issue.
9. The next meeting is scheduled for September 8, 2016 at 10:00 A.M.
10. The meeting adjourned at 11:17 A.M.

Respectfully submitted: Rhonda McMartin, Secretary pro tem