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## Air Conditioners

12/2/1991 Amendment Adopted: definition of "common elements" excluding Air

[12/2/1991](#) *Added 3/24/21*

7/20/2009 Install air conditioner

[7/20/2009](#)

6/17/2010 Units #1220 and #1224 install air conditioners in .

1/20/2011 Unit #1236 install new furnace and air conditioner at

[1/20/2011](#)

8/9/2012 Ron Karlberg's #1225 request to install air conditioning Unit (see also Section 27).

8/9/2012 Wilma Sells request to install air conditioner. Work to be done by licensed contractor and at the owner's expense.

6/12/2014 Unit (1198) owner to install air conditioner.

10/9/2014 \$3000 for clubhouse air conditioning provided it does not necessitate increasing FY 2015 monthly assessment.

3/12/2015 request by Unit (1210) owner to install air conditioner.

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## Amendments

12/2/1991 Definition of "common elements" excluding Air Conditioning, metal fireplace  
shell & venting

[12/2/1991](#) *Added 3/24/21*

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## Attorneys

- 10/19/1992 Rely on Mrn Hugh Lewis as attorney for VACNCA.
- 4/5/1993 Consult attorney regarding Bylaw and Covenant Revision.
- 3/10/2016 Consult attorney on rental cap issue
- 12/1/2016 Hugh Lewis to be retained on issues with Festival Sq
- 5/11/2017 Change from Hugh Lewis to Gregory Thulin
- 6/8/2017 Response to Festival Sq declining meeting as advised

*Verified**Verified*

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## Awnings

- 3/1/2006 Unit Owners who so choose may engage our authorized dealer, "Walls and Windows" to install Sunsetter awnings ( model: Motorized Pro or Vista (manual) in color "cream" on decks or patios, and/or Atrium exterior Sun Shades in color "Ash" on any exterior window. These purchases are to be at the owners expense.
- 4/20/2006 Installation of awning at Unit #5081. 1
- 4/20/2006 Unit Owners who so choose may engage our authorized dealer, "Walls and Windows" to install Sunsetter awnings ( model: Motorized Pro or Vista (manual) in color "cream" on decks or patios, and/or Atrium exterior Sun Shades in color "Ash" on any exterior window. These purchases are to be At the owners expense.
- 8/20/2009 Installation of awning at Unit #1210.
- 8/20/2009 Installation of awning at Unit #5081. 2
- 9/15/2011 Retractable awning for #1258 to be built according to specifications.
- 4/12/2012 Unit (1252) owner to change awning color shall be denied and color will remain linen only as stated in Rules and Regulations
- 6/12/2014 Owner referred to rules and regulations concerning color of awning.
- 3/10/2016 Nutmeg-tweed awning colour approved
- 6/13/2019 installation of a Sun-setter awning on the deck, at the owner's expense, in compliance with the VACNCA Rules and Regulations Unit 1224
- 6/13/2019 Installation of a Sun-setter awning on the deck, at their own expense, in compliance with the VACNCA Rules and Regulations Unit 1222

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## **Ballots**

12/12/2013 Adopt procedures for the annual election for the Board of Directors.

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## **Bird Feeding**

1/11/1992 See Rules & Regulations

*MSP Not Found*

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## Board Committee

- 1/11/1993 \$25 for Sunshine Committee for memorial flowers/contributions
- 3/18/1996 Social Committee to purchase a 60 cup coffee maker with the understanding that the difference between the 'profit' of the Potato Dinner and the cost of the coffee maker will be made up by the Board from funds set aside for the clubhouse.
- 3/17/1997 Social Committee to keep any funds from their Potato Dinner over expenses as seed money for future potato dinners or to buy things to decorate the clubhouse during their socials.
- 6/17/2004 Update to Social Committee guide lines

*Not Found*



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## Board Officers

- 1/27/1992 Secretary to buy office supplies as the need occurs. ??
- 4/18/1994 Purchase a four drawer file cabinet with lock from Office Depot. Verified
- 12/9/1996 The minutes of all meetings shall be published and distributed to Unit owners through the village mail boxes
- 2/20/2003 Purchase of new file cabinet for the club house.
- 9/15/2005 Accepted resignation of Jack Zei effective 12/31/05.
- 9/15/2005 Appointed Merle Magner to board of directors as member at large.
- 8/9/2012 Accepted resignation of Cindy Sheneman from Board of Directors.
- 8/9/2012 Accepted resignation of Lynn Kirlin as Treasurer only.
- 8/9/2012 Appointed Earl Sheneman to fill out the remainder of Cindy Sheneman's term running to March 2013.
- 11/14/2013 Appointed Mike Kirk to fill remaining term of Jack Zei.
- 2/11/2016 New Business: Pete Asprey as back up Treasurer
- 5/12/2016 Cindy Asprey resigned effective 5/15/16 as Secretary
- 7/14/2016 Bob Hanson to complete Cindy Asprey's term
- 8/4/2016 Rhonda McMartin appointed as secretary protem
- 10/13/2016 Rhonda McMartin appointed to fill vacancy of Secretary
- 1/19/2017 Mike Oronato's resignation as President
- 1/19/2017 Earl Sheneman, Treasurer, Bev Brownrigg, President, JoAnn Wyatt, Vice President, Rhonda McMartin, Secretary, Rhea Ramsay and Cheryl Scheele, Directors
- 6/8/2017 Larry Pollet's taking over the Maintenance position
- 1/11/2018 Landscaping Director position opened on the Board.
- 5/10/2018 Committee be established with four members to research and recommend color changes to current colors being used in the CommUnity
- 8/9/2018 Marie Bishop to replace Cheryl Scheele as Landscaping Manager
- 11/8/2018 Appoint Patty Liggett to fill Rhonda McMartin's position on the board

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## Board Procedures

1/20/1992 Troubleshoot Committee submit list of Common Element developers  
neglected to correct

[1/20/1992](#) *Added 3/26/21*

6/10/1994 Abolish R & R Committee.

*Verified*

3/17/2019 Larry G permission to cover for Larry P when Larry P is absent 1

4/11/2019 Discontinue labeling "Draft" on the minutes; produce only one version each  
meeting

3/11/2021 Change the meeting date from April 8, 2021 to April 15, 2021.

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**Cable**

5/18/1992 Require basic cable as a group.

*Verified*

11/30/1992 All Units wired for TV will be charged for access.

*Verified*

8/8/2019 Option #1 of the Comcast five year proposal be approved

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**Cell  
Phone**

10/19/2006 Reimburse Buildint & Grounds up to \$25 per month for cell phone calls  
relating to VACNCA responsibilities

*Modified*

## Club House

3/26/1991	Pool table to be supplied by developer	<a href="#">3/26/1991</a>	Added 3/24/21
3/26/1991	Patio & BBQ to be supplied by developer	<a href="#">3/26/1991</a>	Added 3/24/21
3/26/1991	Club House hot tub permission revoked	<a href="#">3/26/1991</a>	Added 3/24/21
3/26/1991	Bookcase, cable outlets, bulletin board, local phone approved	<a href="#">3/26/1991</a>	Added 3/24/21
1/20/1992	Acceptance of Clubhouse rules to be mailed to each owner and posted in Clubhouse.	<a href="#">1/20/1992</a>	Verified
9/21/1992	No commercial parties or church meetings be allowed.		Verified
1/11/1993	Buy an artificial Christmas tree.		Verified
1/11/1993	Clubhouse Chairman authorized to buy cleaning supplies as needed.		Verified
2/8/1993	Purchase five insulated jugs for table service.		Not Found
3/15/1993	Accept bid of Russell's Interiors to install clubhouse blinds.		Verified
3/15/1993	Install timer in clubhouse bathroom to shut lights and fan.		Verified
10/25/1993	Hire clubhouse cleaner at \$10 per month.		Verified
12/11/1995	Activity of commercial nature be denied use of the clubhouse.		
5/21/1996	That motion lights be installed at the back of the Clubhouse for safety concerns.		
7/29/1996	Pay the club house cleaner \$15 instead of the present \$10		
12/12/1996	To publish and distribute all minutes of Board meetings to Unit owners through the village mail boxes.		
3/25/2004	Place surplus clubhouse furniture on consignment in order to buy more tables and chairs.		
6/17/2004	That the recent action of the board to increase the clubhouse fee to \$20 be rescinded and no fees be charged to Unit owners for the use of the club house.		
6/17/2004	That the recent action of the board to increase the clubhouse fee to \$20. be rescinded and no fees be charged to Unit owners for the use of the club house.		
6/21/2007	Allow owners to take up to four folding chairs from surplus clubhouse chairs.		
8/20/2009	Make all necessary repairs to siding and interior of south wall as necessary.		
8/20/2009	Rescind motion concerning removal of upper windows of Clubhouse and replace with sheet rock.		
10/9/2014	\$3000 for clubhouse air conditioning provided it does not necessitate increasing FY 2015 monthly assessment.		
4/9/2015	Committee to be formed to study possible acoustical solutions for clubhouse.		
4/9/2015	Denied request to use clubhouse monthly for meetings of international ESL students.		
10/8/2015	Club House Cleaning: \$200 cash gift for Jo Ann King who is leaving		
4/14/2016	Rosalie Nast to use the Club House for foreign student meeting for two dates 1		
8/4/2016	Rosalie Nast to use the Club House for foreign student meeting for two dates 2		
3/9/2017	Use of Club House for Health Topics one time use 3/24/2017		

## Decks & Patios

- 12/9/1991 Decks will be permitted according to a specified plan and following the recommendations of the Guidelines Committee. [12/9/1991](#) *Verified*
- 3/31/1992 At the owners discretion combination storm and screen doors are acceptable front and back *Verified*
- 5/17/1993 Future decks conform to proscribed plan *Verified*
- 10/6/1994 Mr. Krause could build a sliding door as long as the door conformed to those Presently in place
- 5/21/1996 Deck railings shall be painted when Units are painted to maintain beauty and consistency. Owners will be billed \$175 for this service
- 5/21/1996 Motion lights be installed at the back of the club house for safety concerns
- 11/18/1997 Repair the sliding door in Unit 1240. It has lost its seal
- 3/18/2003 Building a new deck at Unit 1242 using composite material.
- 8/1/2003 Building a new deck at Unit 1203 using composite materials
- 4/21/2005 Installation of a deck at Unit #1229.
- 1/19/2006 Unit #1231 to build a deck with Trex
- 4/20/2006 Request from Unit #1262 to build a deck and install a motion light.
- 5/18/2006 Instruct the owner of Unit #1256 to remove the lattice she has installed inside the deck railing, as it does not meet specifications of the VACNCA Deck plans.
- 6/2/2007 Unit #1248 to build new deck with Trex.
- 6/21/2007 Unit #5071 to rebuild deck with Trex
- 6/21/2007 Unit #5071 to build new deck with Trex.
- 6/18/2009 Unit #1232 to replace decking with Trex.
- 7/16/2009 Installation of screen door Unit #5077
- 7/16/2009 Install Trex deck and railing Unit #1246
- 4/20/2010 Install a patio at Unit #1200 between Unit #1200 & Unit #1198
- 11/15/2011 Request by Unit owner (#1252) to build deck.
- 5/10/2012 Units 1224 and 1243 to replace cedar decking with composite.
- 10/11/2012 Unit 1232 to replace glass in deck door with shatterproof glass at owner's expense.
- 12/13/2012 Amend the minutes of Nov. 8, 2012 to include approval for deck at #1216.
- 2/14/2013 Approve building of deck at Unit #1227.
- 2/14/2013 Approve replacement of lattice on existing decks that need it. [ed. confusing motion]
- 6/13/2013 Install a patio at #1252 on side yard.
- 2/13/2014 Approval for removal and rebuilding of deck for Unit 1240.
- 2/13/2014 Letter regarding deck maintenance.
- 2/13/2014 Request by Unit owner (#1214) to build a front yard patio.
- 6/12/2014 Unit #1168 owner to build deck.
- 4/14/2016 Recision of motion of 5/21/96 regarding painting decks/changing owners
- 3/11/2021 Unit #1260 to replace their existing deck, at owner's expense, in compliance with the VACNCA Rules and Regulations.

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## Dogs & Pets

5/18/1992 Two small pets are allowed. Dogs should not exceed 40 pounds or 18" tall.

6/20/1994 Orders the removal of the dog at 1234 Northwind Circle w/i (48) hours

*Verified*

7/2/1999 Allow an over sized dog in Unit 1236 for approximately 6 months.

5/17/2007 Denying new owner of Unit #1218's request to have a large breed dog.

2/18/2010 New rules for dogs. See Rules and Regulations page 2, paragraph 4, for complete text.

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## Dues

- 1/27/1992 Dues remain \$125 per month until costs are certain. Verified
- 5/12/1992 That dues are due on the first of the month. Those that remain delinquent after the tenth of the month will be subject to a fine of \$5.00. Verified
- 12/1/1993 Dues raised to \$160 per month. ??
- 11/21/1994 The amount required for 1995 shall be \$ 104,400 and that all Unit owners shall pay \$145 per month.
- 12/14/1995 Moved to accept the 1996 budget as written.
- 11/11/1996 To put the budget and the \$155 monthly assessment to the members for ratification
- 12/9/1996 Pay increased fee of \$15 to the Community Association Institute.
- 11/3/2005 Dues increase from \$250 to \$270 per month
- 12/16/2010 Annual budget for 2011 (this includes a dues increase from \$330 to \$350 per month.)
- 11/17/2011 No increase in dues
- 11/8/2012 Annual budget for 2013 which includes increasing dues to \$370.
- 11/14/2013 Annual budget for 2014 which includes increasing dues to \$380.
- 12/11/2014 Amended minutes of Nov. 13, 2014 to note that board budget proposal for 2015.
- 10/13/2016 Acceptance of Budget Comm Report, increase dues \$380 to \$400.



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## **Emergency Response**

6/21/2007 Appoint Pat Adams as emergency response representative.

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**Estate Sales**

3/20/1995 That the rules and regulations be amended to provide for estate sales.

*Validated*

3/31/2002 Reinstate Section 5 of the By Laws regarding "Estate Sales" -- They are permitted

*Validated*

7/14/2016 Rosalie Nast requested to have an Estate Sale.

*Validated*

## Financial & Audit

1/20/1992	Three names permitted on checking account	<a href="#">1/20/1992</a> <i>Added 3/26/21</i>
3/9/1992	Sparate escrow account for payment of insurance required referred to the Budget committee. 1	<i>Verified</i>
5/12/1992	That the need for a special, separate escrow account for payment of insurance, as indicated in the covenants Article 13.1 be referred to the Budget committee. 2	<i>Verified</i>
7/27/1992	Buy \$20,000 zero coupon 15 year strip bonds.	<i>Verified</i>
1/11/1993	Ask Tulip Financial Services for \$ 10,000 (o complete work of drainage and plants.	<i>Verified</i>
2/8/1993	Reject Tulip offer of \$3 ,500 to \$6,000 as insufficient.	<i>Verified</i>
3/15/1993	Accept James Wynstra's offer to pay \$10,000 in ten payments to satisfy problems associated with drainage and plants.	<i>Verified</i>
6/21/1993	Funds to Physical Property Committee for repairs, painting, landscaping and drainage	<i>Verified</i>
6/20/1994	Move \$20,000 into "T" bills.	
4/24/1995	A gift certificate not to exceed \$25 may be given to a Board Member upon completion of service on the Board of Directors	
8/15/2002	Settle claim of \$1 ,252.	
8/1/2003	Transfer certain money market funds to Bank of Am checking acct.	
10/21/2004	Hire Joe Vandal CPA to conduct 2004 audit.	
2/17/2005	That a maximum amount of \$300 be set for any single purchase by a board member. Any amount beyond this amount would require board approval.	
2/17/2005	That the board of directors change on the Bank of America signature card by removing the name Larry Chambers as treasurer and adding the name Mike Kirk.	
4/17/2005	Purchase of a second 6 month CD in the amount of \$20K.	
4/21/2005	Purchase of a 6 month CD in the amount of \$10K.	
4/21/2005	Purchase of a second 6 month CD in the amount of \$201.	
8/18/2005	Transfer of \$10,000 from certificate of deposit to bank account.	
8/18/2005	That the board transfer \$10K from the CD account to the bank account.	
1/20/2011	opening an account at Hardware Sales.	
11/17/2011	2012 budget as submitted to the Board.	
11/17/2011	increasing Larry Green's account limit from \$300 to \$500.	
1/12/2012	Approve a \$2000 spending limit for Larry Green, Grounds & Maintenance Mgr.without further Board approval.	
1/12/2012	Approve move of \$4500 for maintenance funds to Reserve Fund.	
8/9/2012	Accepted the cost of software and time of Jan Bowman Accounting Services to setup new accounting program.	
8/9/2012	Appointed Earl Sheneman as Treasurer.	
11/8/2012	Adopted 2013 budget as presented to the Board of Directors.	
12/12/2013	transfer Reserve Fund account from UBS brokerage account to a Whatcom Educational Credit Union savings account.	
12/11/2014	Budget for 2015	
12/13/2014	General Accounts and Reserve Fund approved.	
2/12/2015	Authorize Treasurer to put excess funds from 2014 budget in Reserve fund.	
11/12/2015	2016 Budget approved	
11/14/2015	Adopted 2014 budget as presented to the Board of Directors.	

- 9/8/2016 Budget approval for 2017
- 9/8/2016 Acceptance of Auditor's increase in costs
- 10/13/2016 Budget Comm recommend increase in dues from \$380 to \$400
- 4/13/2017 Reimburse Secretary for cost to attend CAI Workshop
- 5/11/2017 Bad Debt Expense category added to financial reports
- 6/8/2017 President to check into local CPA/Auditors.
- 7/13/2017 Change 818 acct from Property Management to a Second Contingency Fund account
- 11/9/2017 Budget given for 2018 as presented
- 2/8/2018 Set a reimbursement rate of six cents per copy for copies done for VACNCA by association members
- 2/8/2018 Transfer 2017's excess general fund monies, in the amount of \$6,299.00 to the reserve fund
- 12/13/2018 2019 budget approved
- 12/13/2018 Allow \$1200. toward building a deck to VACNCA specifications for the buyer of Unit 1206 (instead of repairing the patio).
- 12/13/2018 Open an account with the Edward Jones Investment Company for the purpose of investing in FDIC insured Certificates of Deposit.
- 1/17/2019 Transfer our year end surplus fund of \$3,741. from our general fund checking account to our reserve fund

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## Fire Place

12/2/1991 Amendment Adopted: definition of "common elements" excluding Air Conditioning, metal fireplace shell & venting

[12/2/1991](#) *Added 3/24/21*

**Fire Place**

- 10/16/1995 That Shirley L. Bowden be allowed to construct a fireplace in conformity to the building specifications of the association.
- 7/29/1996 Allow Kay Quinby (1256) to build a fireplace provided that the builder comply with the chimney standards of the village.
- 11/3/2005 Unit #1261 owner request to replace existing fireplace.
- 1/18/2007 Unit #1221 owners request to replace their current fireplace.
- 1/15/2009 Unit #5071 's request to replace existing fireplace.
- 6/13/2013 Unit #1227 request to replace their fireplace.
- 10/9/2014 Unit #1229's request to install a zero clearance gas fireplace.

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## **Garage/Yard Sales**

1/27/1992 There will be no garage sales or yard sales in the Village.

*Verified*

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## **Hot Tub**

5/20/2004 the installation of a hot tub at #1216

8/19/2004 insulation of a hot tub at owners cost at Unit #1226



## Insurance

1/27/1992	Stay with State Farm Insurance until June or July when current policy runs out.	Verified
4/14/1992	Change deductible from \$250 to \$ 1000.	Verified
4/14/1992	Buy Directors Liability Insurance \$428	Verified
9/21/1992	All owners will be notified that they must show proof that the inside of their house must be insured	Not Found
11/16/1992	Owners must show proof of insurance for inside of unit	Verified
6/10/1994	Increase Liability Insurance from one million to five million for \$3000 more	Verified
6/20/1994	That the liability insurance shall be raised from \$1 Million to \$2 million dollars immediately with the present carrier	
8/22/1994	The Assn, leave the liability coverage at the present \$2 million per incident.	
10/14/1996	To move the Association's insurance to Gardener Insurance Co.	
9/18/2003	Maintain the amount of the deductible at the current level of \$2500 rather than increase it to \$5,000. the new insurance policy with CommUnity Association Underwriters of America at the same premium rate of \$ 14589 for coverage from 10-23-03 through 10-23-04.	
10/21/2004	That we continue our insurance coverage with the CommUnity Association Underwriters Corporation for the contract amount of \$15 ,754.	
10/16/2008	Accept the insurance bid of \$17,781 from CAU (our current provider) this new policy will include earthquake insurance.	
1/20/2011	Open an account at Hardware Sales	
4/12/2012	Raise the deductible on Association insurance to \$10,000.	
10/11/2012	Accept the CAU renewal policy terms with \$10,000 deductible.	
10/8/2015	Insurance: Failed motion to keep earthquake coverage; mac to keep basic policy.	
9/8/2016	Acceptance of CAU's premium for \$20,609.00.	
6/8/2017	Change Master Insurance Policy carrier to Rice Insurance, local Broker.	
5/10/2018	Keep the basic insurance that we have and add the earthquake/flood afterwards if decided upon	
7/12/2018	That the earthquake/flood issue be tabled until a survey & discrussion is complete.	
5/11/2019	Accept the 2019-2020 Insurance Proposal with a premium total of \$15,257.00 from Rice Insurance Company for our basic insurance renewal for this year	

**Keys**

- |  |                 |
|--|-----------------|
| 3/31/1992 Request keys from Tulip Co., to give to owners.  | <i>Verified</i> |
| 5/16/1992 Return keys only with a signed release of liability in the event of emergency entry is necessary by Board or agents. | <i>Verified</i> |
| 5/18/1992 Change by-laws with regard to keys to be done at next membership meeting.  | <i>Verified</i> |
| 8/12/1992 Amend By-laws and return keys and key release form.  | <i>Verified</i> |

## Landscap

e

3/2/1992 Tulip Financial Statement is accepted with reservation.	Verified
3/2/1992 That six CAI manujals be ordered; directors pass them to successors.	Verified
3/9/1992 Turftenders one year contract at \$16,000 per year.	Verified
8/10/1992 Send letter to Tulip Co. rebutting their claim that their responsibility for landscaping is ended.	Verified
9/21/1992 Any sprinkler that needs to be moved will be moved professionally at the owner's expense.	Verified
10/19/1992 Extend the contract of Turftenders.	Verified
11/16/1992 Bids from Turftenders	Verified
11/16/1992 Approve of fence on June rd	Verified
11/30/1992 Extend Turftenders contract for one year.	Verified
3/18/1993 Have Turftenders put down bark for \$5000	Verified
3/18/1993 Have Turftenders repair sprinkler system \$5148	Verified
5/17/1993 Installation of French drain.	Verified
12/1/1993 Hire Turftenders on a three year contract	Verified
11/21/1994 All hedges on village property shall be cut at the height of 5 feet.	
6/19/1995 Grounds Chair and President are authorized to spend up to \$2000 to contract with Turftenders for the relocation of prinklers.	
10/14/1996 Enter into a contract with Turftenders and allow for a 5% increase in the bid if vacuuming could be accomodated at that price level.	
10/14/1996 Enter into a contract with Turftenders for \$24,060.96, @ 5 more in 1998, 2% more in 1999	
8/9/1997 Contact Deans Tree Service to limb up trees along the path and trim back the branches. he will chip and remove all debris for a cost of #1,400 + tax	
11/22/1999 A two year contract was awarded to Turftenders	
4/19/2001 Perimeter hedges should be allowed to grow to six feet minimum.	
1/20/2003 Contract with Lil Sisters for landscape maintenance for 2003	
11/20/2003 Accept bid from Lil Sisters Landscaping for \$189.35 to plant winter annuals, maintain, and fertilize in the entrance off Stuart Rd. & in sign bed	
2/19/2004 Accept bid of Turftenders for one year.	
4/15/2004 A request to plant Nandina next to Unit #1239.	
4/21/2004 Board accept the Landscape contract for the 2005 year from Turftenders Landscaping for the same amount as in 2004, that of \$25,427.	
6/17/2004 Transferring \$3,400 allocated for bark to irrigation repairs.	
8/19/2004 Accept bid to remove tress from 1208 & 1209.	
10/21/2004 Accept the Landscape contract for the 2005 year from Turftenders Landscaping for the same amount as in 2004, that of \$25 ,427.	
2/17/2005 The large pine tree behind Unit #5077 be removed and the three oak trees in the cul de sac that are effecting the pavement be removed.	
3/31/2005 To remove trees from 1261 and 5077.	
4/21/2005 Installation of new irrigation control time clock by Turftenders At a cost of \$800.	
4/21/2005 Unit 1229's request to remove ground cover and replant.	
4/21/2005 Unit #1229's request to remove ground cover and replant	
11/3/2005 Accept bid of Custom Cut Landscaping in the amount of \$46,785.60.	
2/16/2006 Removing tree in front yard of Unit #5079.	
3/31/2006 Remove fir trees from 1261 & 5077.	

- 4/19/2007 Unit # 1226 to plant 7 privacy shrubs by deck.
- 4/19/2007 Unit #1254 to install decorative bench in the yard.
- 4/19/2007 Unit #1261's request to plant flowering tree in back yard
- 4/19/2007 Unit #1266 to plant shrubs to screen AC Unit.
- 2/19/2008 Allow Unit #1261 to remove tree.
- 6/19/2008 Unit #1200 to remove and replant a tree at owners expense
- 4/16/2009 Close gap on Stuart Rd. with hedge.
- 4/16/2009 Re-do June Rd, hedge.
- 6/18/2009 Pay to cover pavers with top soil and sod where Stuart Rd. hedge was planted.
  
- 9/17/2009 Remove certain enumerated trees in order to prevent further damage to immediate area.
- 10/15/2009 Landscaping changes at Unit #1262.
- 11/19/2009 Contract with Custom Cut Landscape & irrigation for yard care at \$3600 per month.
- 11/19/2009 Contract with Custom Cut Landscape & irrigation for yard care at \$3600. per month.
- 5/20/2010 Installation of patio pavers at Unit 1200
- 10/11/2012 To accept Custom Cut contract.
- 6/13/2013 #1252 paver stone patio in side yard
- 9/12/2013 Landscape contract (2014-2016) at \$65 ,000 per year.
- 4/10/2014 Placement of yard care notice in VACNCA Newsletter.
- 6/12/2014 Maintain an irrigation schedule for the entire property.
- 8/14/2014 Shrubs for the purpose of deck privacy by Unit #1262.
- 10/9/2014 Approval for expending \$6400 to remove 12 trees by Dean's Tree Removal from FY 2015 budget.
- 9/8/2016 Acceptance of Custom Cut bid for 3 years.
- 7/3/2017 Clear center island and re-landscape
- 5/10/2018 6 evergreen azalea plants to be added to her front landscaping, at her expense and with family help in planting them Unit 1240
- 3/11/2021 Purchase a gift card in the amount of \$150 for Don Waters in appreciation of his efforts with our recent snow removal.

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**Late fees**

4/16/2009 Assess a 10% late fee on Special assessment monies owed but not received by April 30th 2009.

**Lighting**

- 2/17/2005 Automatic night lights be installed in place of the existing rear outdoor lights on Units 1234, 1236, 1238, 1240, 1242, 1244 and 1246.
- 9/7/2006 Installation of new light fixture by front door of Unit #1262.
- 6/21/2007 Request of owner #1200 to install a motion light at their expense.
- 12/15/2011 Replace outside lights to assure standardized bulb replacement and fixture quality.
- 4/12/2012 Addition of garage light to #5077 that was omitted during construction.
- 10/8/2015 New Business: to deny lighting request.
- 3/9/2017 Discontinue lights on premises pathway

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## **Management**

3/17/2019 Larry G permission to cover for Larry P when Larry P is absent 2

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## **Mileage**

- 1/20/2011 Request by Larry Green to be reimbursed for mileage driven on Association business
- 2/17/2011 All board members be offered reimbursement for official Board business mileage if requested.



## Miscellaneous

- 9/21/1992 Path between Festival Square and VACNCA NOT be blocked ??
- 10/19/1992 Allow an antenna between #1262 & #1264 (see minutes for details) *Verified*
- 8/23/1993 Wasp Control \$200 *Verified*
- 8/23/1993 Write to assessor's office about large increases in unit valuations. *Verified*
- 6/10/1994 House sitting with notification of contact information *Verified*
- 7/29/1996 Pay the club house cleaner \$15 instead of the present \$10
- 12/9/1996 Minutes of all meetings shall be published and distributed to Unit owners through the village mail boxes
- 6/16/1997 Allow Robert and Anne Konstad to have a guest park their RV in front of their house for four days.
- 10/21/1997 Lawn ornaments have been restricted to (2) per residence
- 2/16/1998 Outdoor Christmas decorations be put up no sooner then December 15 and taken down No later then January 15. This rule will be added to our official rules and regulations.
- 2/20/2003 Purchase of new file cabinet for the club house.
- 4/26/2003 Accept the bid from Integrity Pest Control to inspect all 60 Units and the club house for the presence of any carpenter ants. This inspection will include the exterior perimeter and each crawl space. The charge for this inspection will be \$45 per Unit. Units that have an active infestation of carpenter ants will be treated \$150 per Unit.
- 1/20/2011 Opening an account at Hardware Sales.
- 6/14/2012 Schedule meeting between Board and Mr. Tim Wahl to review concerns of Association members regarding proposed trail and alternatives available.
- 10/11/2012 Appoint Mike Onorato to represent Association in City of Bellingham discussions concerning responsibility for keeping drains into pond clear of debris.
- 6/13/2013 Support of City's proposed Public Trail.
- 9/12/2013 Public Trail negotiations with city representative Tim Wahl.
- 5/8/2014 Endorsing a new Northwind Circle website.
- 10/8/2015 Piano Donation acceptance of donation denied. to send a thank you note.
- 5/12/2016 Correction of names in report
- 7/14/2016 Visiting children playing in the streets/letter to be sent.
- 10/13/2016 Thank you be extended to Festival Square
- 2/9/2017 Minutes correction - no swamp
- 5/11/2017 Acronym VACNCA officially recognized as representing Village at Cordata Northside Condominium Association on all documents.
- 6/8/2017 Distribution of Minutes according to preference of recipients.
- 7/11/2019 Have Cascade Natural Gas check all VACNCA gas meters
- 7/11/2019 Remove and store the two signs that are posted by the clubhouse

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## **Motion Log**

1/19/2006 Initiate a motion log in which all motions passed at board meetings as of January 19, 2006 will be entered onto a permanent record to be maintained and kept by the association Secretary.

3/11/2021 Appoint an ad hoc committee to update the motions book.

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## **Open Discussion Period**

6/19/2008 Place open discussion period at the end of the agenda.

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## Painting

- 8/23/1993 Hire Tom Stone to paint Units at a cost of \$230 per Unit.
- 8/22/1994 Accept bid of Landvest Co. to paint #1221 & #1264.
- 12/12/1994 Amending painting cycle for the next three years.
- 6/19/1995 That \$300 shall be set aside for any additional painting of a limited nature.
- 3/17/1997 To award the paint contract for the 1997 exterior painting cycle to the Landvest Co.
- 6/20/2002 Reject proposal of Unit 1200 owner to pay for the painting of their structure.
- 1/16/2003 All painting of the doors either the original color or white.
- 1/16/2003 Unit 1200 repaint front door white.
- 2/20/2003 Painting the front of Unit 1266 white.
- 3/18/2003 Contract with Leo Quality Construction to paint all 60 Units and clubhouse over a three year period in the amount of \$159,129.
- 4/17/2003 Request from Unit 1268 to repaint front door white.
- 2/17/2005 That the remaining 25 Units and club house be painted during this current fiscal year.
- 5/9/2013 Homowner's painting house exteriors was denied approval.
- 6/12/2014 Door colors shall be either white or the color as painted originally, thus denying request of Unit (1258) owner to change door color.
- 6/12/2014 Trellises be painted color of structure.

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## Parking

1/1/1992 See Rules & Regulations

*MSP Not Found*

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## Remodeling

1/20/1992 Permission granted for minor remodeling if owner submits plans to the Board for review.

[1/20/1992](#) *Verified*

8/12/2012 Ron Karlberg's (#1225) request to install a door from garage into guest bedroom. Work to be done by licensed contractor and paid for by the owner (see also Section 1).

9/13/2012 Install a Solartube skylight in the kitchen of #1268 at the owner's expense.

11/8/2012 Grant permission to Unit owner (#1226) to remove a nonbearing interior wall while remodeling kitchen.

5/9/2013 Moved to deny requests to have flower boxes mounted to house, homeowners painting house exterior, concrete walk replaced with pavers.

6/13/2013 U+E324nit owners (#1227) to replace fireplace.

9/12/2013 Install a cover at #1226 for area between garage door and steps.

11/9/2017 Bids be obtained for the cost of installing handrails on Units that are without handrails.

11/9/2017 Board approves the installation of a handrail at 1207 as well as a deck to be installed by a licensed contractor and at the owner's expense.

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## Rentals

1/11/1993 Authorize rental of unit 1227.

*Verified*

1/15/2009 To set a cap of 10% (6 Units) to be rented/leased at one time to take effect

10/20/2011 Under hardship clause 9.2 of the Declarations the Board allows #1233 Unit owner to rent for a period not to exceed two years.

7/13/2017 Unit 1227 as fourt land lord for next vacancy & on new created list maintained in club house

12/13/2018 Rental of Unit 1254

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## Resale Certificate

4/14/1992	Re-sale Certification and New Owners	Verified
6/15/1992	Budget committee to make Reserve Fund Recommendation	Verified
6/15/1992	Have a welcoming agent for new owners.	Not Found
6/15/1992	Re-sale documentation charge set to \$75	Verified
4/24/1995	Charge \$75 for re-sale certificate.	
4/24/1995	That \$125 shall be the charge for a resale certificate effective immediately	
5/15/1995	That the \$125 fee for the re-sale certificates shall be reduced to \$75 effective immediately and re-sale certificates are not transferable	
11/13/1995	That a committee of not more than three members be established for the purpose of meeting with buyers/renters to inform them of the covenants, bylaws, rules & regulations at the time re-sale certificates are issued.	
1/19/2006	Increase the re-sale Certification fee to \$100.	
7/16/2009	Rules and regulations to be read and signed before issuance of a Re-sale certificate.	
11/17/2011	Raising the cost of re-sale certificates from \$100 to \$150.	
2/9/2017	Raising the cost of Resale Certificates from \$150 to \$265.00.	
7/13/2017	Reverse charge for resale certificate back to \$150 retraction to 2/10/17	



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**Reserve Study/Fund**

- 6/19/2008 All owners to receive a clarifying letter to describe the State law regarding reserve studies.
- 8/21/2008 Adopt the reserve study done by David Bach.
- 12/12/2013 Move Reserve Funds from UBS Brokerage Acct to WECU Savings Acct.
- 1/19/2017 Move \$500.00 to Reserve Fund
- 6/8/2017 Reserve Study expenditures expended as needed and not necessarily as scheduled.
- 3/11/2021 Transfer our excess 2020 general fund money in the amount of \$4,993 to the contingency fund.

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## Road, Curbs & Sidewalks

- 9/21/1992 Path between Festival Square and VACNCA NOT be blocked
- 9/20/1993 That we not block the path to Festival Square
- 9/21/1993 Do Not block path to Festival Square
- 6/20/1994 That the Association spend not more the \$700 to erect a fence (chicken wire) from the western edge of the property along the edge of the wet lands across the walkway to the edge of the property behind Unit 1198. And that a sign-- No Trespass be fixed to the fence at the point of the walkway.
- 7/18/1994 That a No Trespass sign shall be placed at the start of the path at June Street
- 10/10/1994 Have B & B Concrete Co. repair approximately 300 feet of curb for about \$900 plus tax,
- 1/23/1995 Accept the bid of Kamps Painting Co. of Lynden to do 300 feet of curbing for \$ 1050.
- 8/7/1995 The Board shall not expend more then \$150 to add more mileage warning signs for the village
- 6/3/1996 Accept bid from Kamps Painting Co. at \$11.307.14
- 10/19/1999 Have TCI cut a groove in the driveway at Unit 1233 so water will drain properly.
- 4/17/2005 Wilder proposal to repair cracked pavement beginning at clubhouse to Unit #1218 at a cost of \$2200.
- 4/15/2010 To accept bid from Kamps Painting to re-seal coat the road.
- 10/21/2010 To stripe 3' sidewalk on the exit side of the road.
- 6/12/2014 Approve costs of road repair from reserve fund.
- 1/19/2017 When billed by Festival Sq, we will pay 1/2 of de-icer costs
- 2/9/2017 Shared snow removal expenses with Festival Sq to be paid upon being billed

??

*Not Found*

## Roofs

2/19/2005 Start work on roofs and hold off on road work.

8/18/2005 Accept the low bid from Mt. Baker Roofing Co. to replace the present cedar shingles on the roofs of our Units with a 30 year warranty composition shingle, with work to begin in 2006 and to be distributed over a period of five years.

6/19/2008 Assess each owner \$2500 to pay for re-roofing.

10/16/2008 Proceed with re-roofing as money becomes available.

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## Rules & Regulations

- 10/19/1992 Accept Guidelines Report of 10-19-92. Verified
- 6/21/1993 That "Guidelines" be changed to Rules and Regulations to make them more binding Verified
- 8/23/1993 Accept Bylaw and Covenant accepted with changes in place Verified
- 9/21/1993 Accept new Bylaws and Covenant sixth amendment Verified
- 3/20/1995 That the rules and regulations be amended to provide for estate sales.
- 7/29/1996 Adopted changes to the Rules & Regulations effective 7-30-96
- 6/16/1997 Allow Robert and Anne Konstad to have a guest park their RV in front of their Unit for four days.
- 10/21/1997 Lawn ornaments have been restricted to (2) per residence.
- 2/16/1998 Outdoor Christmas decorations be put up no sooner then December 15 and taken down No later then January 15. This rule will be added to our official rules and regulations.
- 6/15/2006 Adopted revised VACNCA rules and regulations.
- 8/21/2008 A new R & R will be distributed including the changes for satellite dishes.
- 4/16/2009 In the event of a rules violation with People in the commUnity, the president will appoint two Board members to make a personal contact prior to sending a letter.
- 7/16/2009 A packet including the rules and regulations, Declarations and covenants must be read and signed, before signing off on the certificate of resale.
- 11/8/2012 Agreed to have the Annual meeting In January to present and ratify the 2013 budget by the members of VACNCA and election of new board members.
- 7/12/2018 Adopt the amended and restated Rules & Regulations
- 3/17/2019 Dumpster at Unit 1228 this Friday, the 15th, to be removed on Monday, the 18th

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## **Satellite Dishes**

- 7/24/2008 Accept the following installation locations with approval by the Board. A. On top of the patio or deck; B. On a tripod in the ground next to the house; C. Inside the attic D. On the fascia of the house
- 1/12/2012 Unit #1210 to install DirecTV dish subject to Building/Grounds manager.

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## Screen Doors

10/21/1991 Storm doors will be allowed on patio doors

[10/21/1991](#) *Verified*

6/10/1994 Screen doors may be added with Board of Directors approval as long as the doors conform

*Verified*

6/15/2006 Installation of a screen door at Unit #1261.

9/7/2006 Installation of screen door at Unit #1242.

10/19/2006 Installation of retractable screen door on Units #1220 & 1230.

4/19/2007 Owner of Unit #1214's request to install new screen door.

5/17/2007 Installation of a screen door at Unit #1240

6/21/2007 Installation of storm door at Unit # 1208

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## **Special assessment**

8/26/2008 Assessment was passed. \$2500 will be due April 1, 2009 and delinquent on May 1, 2009.

6/18/2009 Special Assessment funds be moved to Reserve Fund account for better interest return.

## Structure

### S

- 1/20/1992 Permission granted for minor remodeling if owner submits plans to the Board for review. [1/20/1992](#) *Verified*
- 5/16/1992 Trellises are allowed if the Guidelines Committee gets Board Approval. *Verified*
- 11/30/1992 Submit architect's plans for the patio additions to Tulip Co. for action. *Verified*
- 2/8/1993 Hire Vern Hagen to build patio cupboards. *Verified*
- 3/4/1994 Mr. Flores repair the footings in Joyce Struckrath's house from settling and cracking *Verified*
- 3/14/1994 We put on hold all pending action: that we obtain the services of Greg Dibble, an independent structural engineer, to evaluate the five Different models in the Village and selected buildings that already show structural defects and that the engineer provide a detailed report in writing. NO MOTION *Verified*
- 6/10/1994 Authorize structural work for 1200, 1202, 1204 per engineer. *Verified*
- 8/22/1994 Allow Clara Coady (1209 and Virginia Hendricks (1214) to add a stationary washtub in their garage.
- 10/10/1994 Permit the Unit owner of #1223 to put an outside main water cut off at the owners expense
- 10/10/1994 That Unit owners shall bear the cost of fixing protruding wallboard nails when those protruding nails cannot be ascribed to conditions for which the Association has responsibility
- 10/10/1994 That Unit owners shall bear the cost of fixing protruding wallboard nails when those protruding nails cannot be ascribed to conditions for which the Association has responsibility.
- 12/15/1994 The \$6000 which has been collected for an office be retained and used to defray painting costs
- 1/23/1995 Agree to spend up to \$1000 to have Cascade Geotech research the soil density under Units #1200, #1202, #1204 #1266
- 8/7/1995 That villagers who do not notify the Board or remove nests themselves shall compensate the Association for any losses sustained because of bird nests and bird droppings
- 10/16/1995 That Shirley L Bowden be allowed to construct a fireplace in conformity to the building specifications of the association
- 12/11/1995 Ken Aldrich be allowed to install a garage opening system that will allow him to open the door from the outside by key
- 7/29/1996 To allow Marvin Burger (1210) to add another exterior hose bib.
- 4/14/1997 That three bids are obtained to repair eaves.
- 6/16/1997 Request by John Victor Unit #1260 be allowed to hire a private contractor to make improvements. With the exception of any changes to the main beam and foundation.
- 1/18/1999 To move pressure reducing valves, as they fail, to a place under the house, so they are more protected.
- 7/3/2002 Hire a licensed carpenter to check several Units for possible water damage.
- 12/3/2002 Contract with Leo Quality Construction to paint all 60 Units and
- 1/16/2003 All painting of the doors either the original color or white
- 1/16/2003 Unit 1200 repaint front door white.
- 2/20/2003 Painting the front of Unit 1266 white
- 4/17/2003 Unit 1268 to repaint front door white.



- 4/26/2003 Accept the bid from Integrity Pest Control to inspect all 60 Units and the club house for the presence of any carpenter ants. This inspection will include the exterior perimeter and each crawl space. The charge for this inspection will be \$45 per Unit. Units that have an active infestation of carpenter ants will be treated \$150 per Unit.
- 5/6/2003 Pest control by Integrity Pest Control to treat certain enumerated Units.
- 8/1/2003 Canopy over the entry of Unit 1203
- 9/4/2003 Contact Integrity Pest Control to treat the Units at 1201, 1202 and 1203 for extermination of all carpenter ants for the offered amount of \$150 per Unit or a total of \$450
- 11/5/2004 That we close vents on northside of Units from Nov. 1 to March 1.
- 3/31/2005 Replace garage doors at 1204 and 1266.
- 5/19/2005 Replace garage door at 1200.
- 7/13/2007 Unit 1242 undersink water shutoff
- 6/18/2009 Unit 1208 to install petro box.
- 5/20/2010 installation of a temporary wheel chair ramp at 1246 to be removed When no longer needed
- 5/20/2010 installation of a temporary wheel chair ramp at 1246 to be removed when no longer needed.
- 2/17/2011 Instalation of a railing on the front steps of Unit 146
- 2/17/2011 Installation of a railing on the front steps of Unit 1246.
- 7/21/2011 Installation of windows at #1224 Unit owner's expense by her son under the supervision of Doug Lanhaar, VACNCA window installer.
- 9/15/2011 Installation of gas line to deck at owner's expense for Unit #1210
- 1/12/2012 To permit Unit owner #1226 to install an eave-mounted weather station.
- 5/9/2013 No flower boxes mounted to houses & no pavers in place of sidewalks
- 6/13/2013 1227 replacement of fireplace
- 9/12/2013 1226 install cover between garage and front steps
- 1/9/2014 1246 install door and ramp from garage into bedroom
- 4/10/2014 1224 installation of screen door
- 6/12/2014 1168 installation of deck and air conditioning
- 6/12/2014 Existing trellises must be removed before the FOR SALE signed is posted.
- 6/12/2014 Trellises in place will be grandfathered in, however new requests for a trellis will no longer be approved.
- 7/10/2014 5073 Installation of white wrought iron Handrail on porch
- 8/14/2014 1209 Add Dish on facia
- 9/11/2014 #5077 to install handrail at entry steps.
- 10/9/2014 1229 installation of a zero clearance fireplace
- 12/11/2014 1236 installation of a generator
- 10/8/2015 1262 installation of security camera

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## Violation

### S

- |            |  |                 |
|------------|--|-----------------|
| 8/10/1992  | Hire an attorney to look into the matter of the aerial antenna violation and that Hugh Lewis is agreed upon with a \$500 limitation.   | <i>Verified</i> |
| 10/19/1992 | Allow Mr. Shippy's antenna under certain enumerated conditions.  | <i>Verified</i> |
| 10/19/1992 | Violation slips be distributed by Board members only.  | <i>Verified</i> |
| 4/16/2009  | In the event of a rules violation with people in the commUnity, the president will appoint two Board members to make a personal contact prior to sending a letter.   |                 |
| 6/18/2009  | Executive Session concerning non-payment of dues and late fees decision to have president warn Unit owner that matter would be turned over to attorney in a s atisfactory explanation was not forthcoming. |                 |
| 3/12/2015  | Unit #+E4571205 special assessment for violation of requests to not feed the birds.  |                 |

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## **Wheel Chair Ramp**

8/19/2004 Temporary wheel chair ramp at Unit #1221.

6/13/2019 Allow a removable handicap ramp to be built at Unit 1207, similar to Unit 1225, from the front porch, at the owner's own expense.

## **Windows**

6/15/2004 Bid from Todhunter Brothers to replace a window in 1268 Unit #1209.

6/17/2004 All future window replacement be vinyl.

7/21/2005 Request from Unit #1248 to replace windows under the following conditions.

Contractor to be by the board, window type to be by the board and all costs  
be paid by owner.

5/20/2010 Bid from Country Glass to replace 40 windows for \$31,000