

Teal Lake Village Homeowners Association

Board of Directors Meeting

July 28, 2003

Work Session:

Note: The work sessions are limited to discussion and no decisions are made during a work session. There were several homeowners who attended the work session to observe what discussion were taking place.

A discussion took place regarding the ARC review forms and if they would be included on the village web page. They are not there now but there are plans to have them available in the future. It was mentioned that the landscaping schedule is in the process of being placed onto the web page.

The Board members scanned the minutes from the June meeting and made no corrections.

There was a discussion regarding secure mailboxes within the community. A request had been received by the ARC to permit an individual home owner to install a free standing separate mailbox next to the general mailbox hutch on the street. The box that had been suggested was a lock type and was quite large and costly. It was noted that there are Post Office Boxes available in the village if homeowners are concerned about losing mail. It was also felt that the selection of a secure mailbox model, if any, was a job for the ARC and not the prerogative of any individual home owner.

An ARC problem regarding alder trees was discussed as they block the views from the Fair Wood Village. It was suggested that this would be South Bay ARC responsibility and That Village should take the problem there for resolution.

A brief discussion regarding the maintenance and repair of the drainage pond took place during which it was pointed out that David Bobanick builds holding ponds and has offered to assist in the ponds care and repair.

There has been a late fee appeal and it was discussed

Board Meeting:

President Lynn Gauche called the regular meeting to order at 3:30 PM at the Bay Club.

She gave a quick overview of the agenda. All of the Board Members were present for the meeting. There were six homeowners also present to observe the meeting.

Recording Secretary Tim Perry had previously handed out the minutes from the June meeting asked if there were any corrections or additions to those minutes. It was moved and seconded that the minutes be accepted as written. There was no discussion and the motion passed.

Bob Duncan gave the **Financial Report** stating that the balances as of May 31, 2003 was \$55,134.43 and the interim budget report for June shows a net worth of \$41,755.72

Jim Richards gave the **Landscape Report**. He stated that Sonny Bee had been gone for a couple of weeks and was not happy with the job that had been done in his absence. Jim reported that Sonny had fired most of the crew and supervisors and had replaced them.

Jim went on to say that they are getting caught up on the pruning and weeding. He stated that the Landscape committee was considering different levels of service. By doing that some homeowners could opt out some of the services and would be charged for only what they chose to participate in. The committee is currently working on the concept and will continue to do so.

Jim stated that the entry sign has been redone and is now in place at the entrance.

He stated that there has been concern regarding brown spots in the lawns and it has not been determined if the cause is a water problem or some kind of infestation. The problem is being worked.

Lynn Gauche asked if the committee was happy with the different level process and he replied that they were. Lynn was also concerned as to what the costs would be for each individual homeowner. Bob Duncan said that it would be possible to determine individual costs for the services they want. Jim said that All Care was willing to work with us on that issue.

Bob Duncan expressed his concerns that we are paying for services that we are not getting. Jim explained that his concerns were justified and that the landscaping company is working on catching up. Jim stated that we pay a flat rate for their work and they are not charging us by the hour. A discussion took place with concerns about the contractor catching up but that they should be caught up by now and the problem is that the weeds are getting so far ahead they may never get caught up. Jim stated that he would contact Sonny and get a schedule from him for completing the work his contract calls for.

It was brought up that we are now paying for results and we are not getting them. If he is not performing as required why should we be paying the contractor? The discussion then turned into a gripe session and President Gauche cut the discussion off for time and move on.

The **ARC Report** was given by Doug Schiebel. He stated that an issue was raised by a Fairwood Village resident regarding tree removal on our TLV common area. Doug will refer this request to the SBCA Architectural Review Committee by virtue of the size of the trees involved. A second issue was raised by a Sea Breeze resident who wants to install a separate secure mailbox next to the general mailbox hutch on the street. It was the consensus of the board that the installation of a secure mailbox was not an individual home owner option. The community would have to be persuaded as a whole to switch our entire mailbox system over to a

uniform secure type, rather than permit individual exceptions which would lead to a hodge-podge of mailboxes sprouting up in the neighborhood. The cost of such a switchover would have to be taken in account. Doug will contact the homeowner and explain the concerns.

Lynn said that she would contact Earl regarding using the expertise of Mr. Bobanick regarding the holding pond.

Jack Piper gave the **Communications Report**. Jack said that he was putting minutes, budget documents and forms on the web site. The landscaping plan will be on the site as well as ARC forms and other forms that the homeowners can use to contact the landscape committee with concerns. He stated that the Teal Squeal came out on time.

Fran Wickeham gave the **Village Liaison Report**. Prior to his report he wished to be sure that Doug Schiebel was going to run for the board. Doug said that he would be on the ballot. Fran continued with his report stating that PLVC will be submitting remarks regarding Land Use for PLA's marina development proposal to Jefferson County Commissioners.

The chair of the Farmer's Market has resigned but will continue to assist in it's running for the remainder of the season.

There was discussion at the PLVC meeting regarding the use of a "Port Ludlow" credit card. This would be a fund raising activity as 1% of the charges would be applied to the VC.

The SBCA has new officers and new members of the board. A question was asked regarding the maintenance of the Tennis courts. Fran stated that the project was being worked by Bill Taylor regarding its maintenance.

Old Business:

Lynn asked Bob Duncan to review the **budget vote** that was distributed in the Teal Squeal. He explained that all four issues on the ballot were approved 88% or better.

A discussion took place regarding having an **annual audit** done by an outside CPA. It was suggested that we put that issue on the ballot at the annual meeting and see what the homeowners want to do knowing what the expense is.

Lynn asked Tim and Fran if they had started the process in recruiting **candidates for the board**. Tim Perry stated that they had not started yet and it was pointed out that it needs to be done by August 30th. Fran said that he and Tim will divide the list and start calling.

Tim Perry said that the board can operate with as few as three members and as many as seven according to the CC&Rs.

Lynn asked Fran Wickeham why he was not running and Fran neatly sidestepped the question.

There was a concern that the **minutes and associated materials** and documents cannot be found at the Bay Club. Tim Perry stated that he had all of the minutes and materials handed out in a

book starting 8-28-02 to the current time. Tim also said that he had the book with the Rules and Regulations in it. Knowing that we should have two sets of these books Tim said that he will go to Kinko's and print a copy for the Bay Club location.

Signage was brought up as the minutes in the last meeting said that someone was going to look at the problem. Lynn explained that the signage problem was discussed at the PLVC meeting and we wondered if we should be involved in that also but it was never decided as to what to do. Tim Perry volunteered to look in our CC&Rs and By-Laws to see what they say about signage.

New Business:

Secure Mail boxes had been requested by a homeowner. She had included a description and picture to demonstrate what the box would look like. Doug Scheibel stated that the box that the homeowner wanted would distinctly different than the boxes in the rest of the village and therefore would be denying the request. Lynn Gauche stated that if the homeowner wanted to get a majority of homeowners to go along with her that a village wide change could be done at the cost of the homeowners.

A homeowner from the same block stated that there was a problem on that block with a homeowner who has Alzheimer's and he walks the streets collecting mail from other homeowners boxes and they loose mail. The board stated that there were other alternatives than deviating from the Village standards such as a Post Office Box in the village.

The **audit package** was covered by Bob Duncan. He said that Garth Lindsey was ready to do the audit for the Association. The only thing that was holding the process up was the final statement from the bank. He should have the audit ready for the board by the middle of August.

Bob explained that the budget is now set up for 2005-2006 and he is in the process of **setting a potential budget** for 2006-2007. He has put into the new budget a 3% increase for landscaping. He said that while it is the best strategy to jam a contractor for the best price, we also have to be practical and look at the worst case scenario. He said we could either look at 3% or 5%. Tim Perry said that he agreed with Bob on the issue of looking at the worst case scenario at least for an estimate as a possibility. Fran Wickeham stated that the budget for the Association is already set because the contracts are already in place. Bob said that was true, but there are no set contracts set for 2006-2007 and we should let the homeowners know what the potential is. Lynn Gauche stated that maybe we should inform them at the annual meeting in October and show them what the budget would look like with a 3% and then a 5% increase to give them a reference. Tim stated that we must tell the homeowners that this is not cast in concrete but is an estimate and it could be lower. Another suggestion was made from the floor that maybe the board should just inform the homeowners in a more casual way like in the Teal Squeal. Lynn stated that we could also save that information for the next town hall in February or March. It was decided that we should not put that information out at the annual meeting but do it at the next town hall meeting.

The board discussed a format and **agenda for the annual meeting** and Lynn said that she would put the agenda together and get it out to the Board Members to get their input.

A homeowner had asked for a **penalty assessment relief** from a penalty assessment against them for a delinquent due payment. Bob explained the circumstances to the board and the issue was discussed. It was the general consensus of the board members that it was a policy issue and the home owner knew when the dues were to be paid. The Board determined that the request for relief would be denied and Lynn Gauche said that she would write the letter to the homeowner.

A homeowner said that the homeowners should be able to **pay the dues automatically** from their bank. Several Board members and homeowners present stated that they already did that so that it was available already.

A question was raised about a previous discussion regarding a **new weeding contract**. Jim Richards said that we could get some volunteers to negotiate a new contract. Lynn said that she provided new numbers for the contract and Bob said that he would take those numbers and add 3%.

From the Floor:

A homeowner stated that just spraying the beds for weeds and the only way to keep them down is to pull them out and the Board should consider that in any new contract.

There being no further business before the board a motion was made to adjourn. The motion passed and the meeting was adjourned at 4:56 PM.