

**Teal Lake Village Board Meeting
July 15, 2013**

Board Members present: Karol Cushenbery, President/Landscape chairman; Fran Wickeham, Treasurer; Lee Springgate, Vice President; Sheila Twohey, ARC chairman and Soozie Darrow, Secretary.

It was established that a quorum was present.

There were 10 other Teal Lake Village residents present.

The draft minutes of the May 20, 2013 Board meeting were approved as read.

Financial Report: Fran reported that all second quarterly dues from TLVA members have been received, but one Member has not paid in full. As of June 1, 2013 our new bookkeeper is Clarity Enterprises, Inc. in Port Townsend.

We are within our financial plan and expect to follow through with the \$400 per member partial dues holiday as decided at the May 20, 2013 meeting.

ARC Report: Sheila reported permitting a new roof, 2 deck replacements, an exterior paint job, repair of exterior from dry rot, and a Conditional Permit for drainage.

Discussed possible removal of 4 trees in common area on Seaway. Although a formal request has not been prepared, the Board

decided that, if such is requested, the homeowners involved should pay for the tree removal and replacement with native plants.

Sheila stated that from now on she will keep copies of all requests and permits issued for later reference if necessary. The SBCA ARC will still receive and retain the original permit request.

Landscape Report: Karol reported that most of the planned actions to be done by TruGreen at/by this time of year have been done but not necessarily up to par. Lawn fertilizing needs to be done and pruning requests are backing up due to a general growth spurt. Please be patient. Another thatching/overseeing will be done in the fall. Kevin, who is in charge of the irrigation systems, will be in the area the 1st and 3rd Wednesday of each month.

Three properties have been notified to clean up the private areas. Lee suggested that snowbirds be notified to make arrangements to have their private yard cared for while away.

Old Business:

- Audit: Fran requested proposals from eight CPAs to audit the TLVA books. Of those eight, one responded with a possible \$4-5K cost. The others either did not respond or stated that they did not normally work with Home Owner Associations. Whether or not to pursue an audit will be placed on the ballot for the Sept. 23, 2013 meeting.
- Billing Improvements: Members will be given the option of paying the entire annual dues of \$1800 in January, or continue to make \$450 quarterly payments. We would like to do all the billing by e-mail where possible. The current cost of mailing bills is approximately \$80 per quarter so e-mailing would be a good savings.

The following Dues Process proposal was moved by Fran Wickeham, seconded by Soozie Darrow and passed by 4 yes and 1 no vote

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TEAL LAKE VILLAGE ASSOCIATION
DUES PROCESS

The annual assessment (Dues) shall be \$1,800 per Member, payable at least in quarterly installments of \$450 each. A full or partial dues holiday may be declared at any time during the fiscal (calendar) year by the Board of Directors.

Notice or reminder of dues shall be sent to each Member by e-mail unless the Member has not provided a valid e-mail address. In which case, the Reminder Statements will be sent to the last known address by regular mail.

Dues are payable on the first day of the year, or of each quarter, and may be paid annually or quarterly in advance, but if no payment is received within 30 days after that date, interest and penalties will be assessed in accordance with the Teal Lake Village Rules and Regulations as if a quarterly payment method had been elected.

Dues are payable to: Teal Lake Village Association,
and must be mailed
or directed to: Teal Lake Village Association
c/o Clarity Enterprises, Inc.
734 Water Street, Suite 20
Port Townsend, WA 98368”

New Business:

- Archiving TLVA data: Tony Simpson has offered to add Teal Lake Village CC&Rs, Rules & Regulations, By-laws, and other pertinent information to the archives that he has been creating for Port Ludlow. Karol will provide him with the necessary articles.
- Fireworks in the Village: This past 4th of July there were incidents of fireworks (illegal?) set off in TLV with reports of cinders landing on cedar roofs. This would be deemed a “hazardous activity” and, therefore, a violation of the SBCA CC&Rs 4.2.6. It was suggested that an e-mail regarding this be sent to residents shortly before other potential holidays when fireworks might be used.
- Landscape issues: Since there have been several concerns with TruGreen lately, a committee of Jim Richards, Fran Wickeham, Lee Springgate and Karol Cushenbery was formed. Subsequently, their decision was to meet with the TruGreen accounts manager and another TruGreen representative. This meeting will take place on Wednesday, Aug. 7, 2013 at 10:00 at the Bay Club.
- ARC permits – project expansions: Some projects that have received permits within the village have been augmented/alterd in the midst of the project without permission. Sheila will create a letter that will be given to the homeowner stating the specific CC&Rs and Rule #6 of the Design Standards that are to be followed. Hopefully, this will stop this kind of activity. Specifically, this has occurred a number of times with Jack Wright of Custom Designs. A letter may, therefore, be sent to him to reinforce the rules.
- Volunteers to serve on the 2013-2015 Teal Lake Board of Directors are needed! Many of the present BoD members have served beyond the parameters of their terms simply because no other residents have taken the initiative to participate. Our secretary and landscape liaison have agreed to run again if necessary. However, we need a new treasurer, president, and vice president, as well as, if possible, just members at large.

- Ballots for the Annual Meeting will be going out by August 23, 2013 and will include election of BoD members, financial audit decision, and proposed 2014 budget.

The next Teal Lake Village Association Board Meeting will be the

Annual Meeting with elections.
Monday, September 23, 2013 at 3:30 p.m.
Bay Club Auditorium

Respectfully submitted by: Soozie Darrow, TLVA secretary