

# Newberg Crest Home Owners Association

## Meeting Minutes Board of Directors

**Date/Time:** March 8, 2017 @ 7:00 PM. Haggens, Snohomish

### **BOARD MEMBERS PRESENT:**

John Moss	President
Brian McMahan	Treasurer
Luke Webster	Secretary

### **HOMEOWNERS PRESENT:**

Skyeler Malone	MCC
Kacey Kemp	ACC

### **ESTABLISHMENT OF QUORUM/CALL TO ORDER**

A quorum was established and the meeting was called to order by President John Moss at 7:01 PM.

### **Prior Meeting Minutes:**

- Jan 11, 2017 meeting notes were approved.

### **Finance Report:**

- Yearly dues notices were sent via email in January but were not received by most members. In response, due notices were sent via post early February.
- At time of meeting dues were received by 31 lots with 23 still outstanding
- Follow up notices will be sent to outstanding lots in 2 weeks
- Current balances
  - Checking: \$31,938.59
  - Savings: \$7,030.31
- Gate actuator replacement invoice was paid for \$9,946.10

### **Old Business:**

- Front Entry Gate Failure and Replacement
  - Gate repaired but the emergency access strobe opener is not functioning and callbox speaker is still not functioning consistently. Skyeler to follow up with Automatic Door and Gate for these issues.
- PCAM Management Company for Inspections
  - Agreed to terminate contract due to lack of response and action
  - A re-evaluation will occur for the management companies considered in 2016
- Lot 103 Vehicle Damage by Front Gate
  - Lot owner confirmed replacement part for damage is \$118
  - Board agreed to reimburse for cost of replacement part. Luke will contact lot owner and request receipt for processing reimbursement.

### **New Business:**

- New Insurance policy went to effect on 2/27/2017
- The Board was notified by Vice President Ken Ploeger his position was vacated effective 1/24/2017 due to departure from the community
  - Motion was made and approved to appoint Kacey Kemp to Vice President to server out remainder of term
- 2017 Road Repair plans
  - Damage to road in all directions at the intersection of 29<sup>th</sup> and 159<sup>th</sup> and ongoing issues with road way failures due to poor road base
  - Skyeler will contact paving companies to discuss situation and possible long term solutions

### **ACC Report:**

- No Updates

**MC Report:**

- A section of the road base and asphalt failed in the entrance way to the community in January. JB Asphalt repaired the base layer and repaved the spot. An invoice is expected in the next month.

**New Action Items:**

- Brian – Provide north gate keys to members north of culvert
- Luke – Send email to lot 103 requesting receipt for replacement parts to process reimbursement
- John – Draft letter for termination of PCAM Management and work with Luke to send
- Skyeler – Contact paving companies to discuss long term road repairs

**Next Meeting:**

- The next meeting will be April 12<sup>th</sup> at 7 PM, Snohomish Haggens.

**Meeting Adjourned at 7:47PM**

Respectfully submitted March 13, 2017 by Luke Webster.