

CANTERWOOD HOMEOWNERS ASSOCIATION
APPROVED Minutes of the Board of Directors Meeting
OCTOBER 24, 2017

1. Call to Order/determination of Quorum

Meeting was called to order at 2:07pm

Board Members Present: Sue Barrett, Ellen Hedglin, and John Flaherty. Joe Jackowski and Russell Tanner via PhoneCom.

Board Members Absent: None

Also present: Jan and Warren Falls, Canterwood Residents
Terri Schinkel, Canterwood Resident
Bob and Janie Stockton, Canterwood Residents
Jeff and Barbara Waters, Canterwood Residents
Meleanie Guerrero, Site Manager

- 2. A)** Approval of the Minutes of the Board of Directors Meeting held September 7, 2017 with change to void item 10A, then making item 10B, 10A. *On a Motion made, seconded and unanimously passed the above Minutes were approved as changed.*

3. Open Forum

A) Jeff Mehlert - Unauthorized clearing in Common area appeal: Mr. Mehlert has been giving progressive reports to the ACC regarding the common area restoration. He is requesting that the time and effort he has put in for restoration of the common area can be in exchange for the fine he owes. The Board stated that Mr. Mehlert should have know what the CC&R's and Guidelines state about common areas. Mr. Mehlert stated that it was his mistake about clearing the common areas. The Board asked Mr. Mehlert about his stable which is currently being used for other purposes. It clearly states that only horses can be stored in a stable. The Board cannot wave the CC&R's if being used for non-horse purposes. The Board stated they will discuss and decided what to do about both issues.

B) Jan Falls & Terri Schinkel: Jan Falls spoke about bringing change to the community. She talked about various ideas to bring the residents together, such as a Social Committee. It was suggested that Jan present this idea at the Annual Meeting. Jan and Terri also mentioned that there the HOA staff need some type of protection. The Board stated that they are working on purchasing a video/audio camera system for the office.

C) Ben & Rachel Sleeter - Mapping presentation: The Sleeter's gave their presentation, after which the Board members asked questions and discussed. The Board stated that they would like to meet again with the Sleeter's to go over more details on the map. The Board agreed to move forward with the \$3460 estimate for mapping and database management proposal.

4. Site Managers Report

A2/3) Speed bump discussion/restripping: Site Manager reported that the 2 new speed bumps have been installed. The HOA office has received a few complaints about the size. Site Manager has received estimates of approximately \$5500 to restripe all speed bumps. The Board suggests that the Security Committee review the new speed bumps construction and the painting of them.

A5) Pierce County Public Works: The first finding of repair was submitted. The Board has a few questions about an easement for this lot and the area of repair.

5. Actions Taken by the Board via Electronic Means since Last Board Meeting

- A)** Email vote approving HOA office holiday closure - *A Motion was made, seconded and passed to ratify this proposal.*
- B)** Email vote approving Variance request for setback on Div 7, Lot 10 - *A Motion was made, seconded and passed to ratify this proposal.*
- C)** Email vote approving removal of committee member from Security Committee - *A Motion was made, seconded and passed to ratify this proposal.*
- D)** Email vote approving letter regarding conduct of resident to Site Manager - *A Motion was made, seconded and passed to ratify this proposal.*

6. President's Report

- Joe Jackowski reported the following:
 - Met with Brent Cohen and Joe requested a copy of Certificate of Liability.
 - Review letter to be sent to FFTH from the ACC regarding the appeal.

7. Committee Reports/minutes

- A)** Architectural Control Committee
 - ii. Variance request for buffer area between Lots 1 & 2, Div 14: The Board reviewed and discussed the request presented. *A Motion was made, seconded and approved to accept the variance request as submitted.*
- B)** Finance - No report
- C)** Grounds
 - i. Recommendation for restoration at Foxglove pond Common area: The Board reviewed the Committees recommendation to have the Graf's pay the fees to remedy the area in lieu of any fines. The Board suggests that the ACC look over the recommendation from the Grounds Committee and give the Board their opinion.
 - ii. Proposal for reimbursement of Baker Way barrier arm: The Board reviewed the proposal from Grounds Committee member, Winston Hanson. In lieu of direct reimbursement for barrier arm that was broken, he would recover the total cost by reducing the equipment/materials cost for items for the Foxglove Park project. The Board approved the proposal as submitted.
- D)** Security - No report
- E)** Riding Club - The CRC has requested that golf course maintenance repair the metal roof on the building near the outdoor horse area. John Hicks has relayed to Site Manager that he will be taking care of the roof repair.
- F)** Technology+Communication Committee: No report
- G)** Physical Plant - No report
- H)** Emergency Preparedness Committee - The Board met with this committee and Phyllis Varjian will be reporting for this committee at the Annual Meeting.
*There are some areas of concern on Canterwood Dr in between the sidewalk and streets. Site Manager will check with Grounds Committee and Handyman about filling in this area with gravel.

8. Treasurer's Report

- A)** i. The September 2017 Financial Statements were reviewed.
 - Treasurer John Flaherty stated that he is still working with Allied Universal in regards to the Security budget. He hopes to have final numbers by Friday.
 - There will be a dues increase, but John is waiting for final CPI number.
- ii. Delinquent accounts: No report

9. **Unfinished Business**

- A) **Rules & Regulations Review - Sue Barrett:**
 - i. **Domestic Animal Police - TABLE UNTIL NEXT MEETING**
 - ii. **Public Disturbance Noises - TABLE UNTIL NEXT MEETING**
- B) **RV Lot Parking increase discussion: TABLE UNTIL NEXT MEETING**

10. **New Business**

- A) **Speed bump discussion :** The Board reviewed the email sent in by Canterwood resident regarding his concerns about speed bumps. The Board has suggested that the Security Committee review the residents' concerns and the painting of the speed bumps.
- B) **Final review of Annual meeting documents:** The Board reviewed and asked Site Manager to clean up verbiage and dates.
- C) **Resident request late/delinquent/interest fees be removed from original fine:** The Board reviewed the request as submitted. The Board agreed to accept proposal as long as fine payment is received by 10/31/17.
- D) **Blomberg/Arroyo tree removal issue:** The Board reviewed email from Mr. Blomberg. This issue has been resolved, and there is nothing to reconsider. Joe Jackowski will forward email to attorney Mark Roberts for review and whether the HOA should respond.
- E) **Board Seat:** The Board requested that Russell Tanner send in writing that he is giving up one Developer position on the Board.

11. **Adjournment**

- Meeting was adjourned at 6:18PM
- Next meeting is scheduled for Tuesday, November 28, 2017
- December Board meeting scheduled for the 19th