

CANTERWOOD HOMEOWNERS ASSOCIATION
APPROVED Minutes of the Board of Directors Meeting
June 26, 2018

1. Call to Order/determination of Quorum

Meeting was called to order at 2:05pm

Board Members Present: Joe Jackowski, Sue Barrett, Paul Gift, Ellen Hedglin, and John Flaherty

Board Members Absent: Russell Tanner

Also present: Terry Matull, Canterwood resident
Dennis Quilio, Canterwood resident
Doug Emory, Canterwood resident, ACC Chair
Alan & Mary Beck, Canterwood residents
Jan & Warren Falls, Canterwood residents
John & Kathy Lind, Canterwood residents
Meleanie Guerrero, Site Manager

2. Approval of the Minutes of the Board of Directors Meeting held May 22, 2018. *On a Motion made, seconded and passed the above Minutes were approved as submitted, with Joe Jackowski abstaining from vote as he was not present at the 5/22/18 meeting.*

3. Open Forum -

A) Terry Matull, Canterwood Resident-Speeding Concerns

- Mrs. Matull stated her dissatisfaction with the response from the Security committee regarding placing a speed bump in front of her home.
- She stated that speeding on 53rd continues to be an issue and was surprised to hear other residents respond about their speeding concerns and the running of STOP signs.
- Mrs. Matull has ideas/recommendations and wants to be part of the solution.

4. Site Managers Report

- The Site Managers report was reviewed with the Board.
- B2 - Fine for 2nd notice of Overnight parking: The Board discussed this item and the following *Motion was made, seconded and passed unanimously: Revise Schedule of Penalties to state 2nd and subsequent violations may result in a \$50 fine per occurrence and remove the 1 year limit statement.*
- C2 - Paul Gift will check with Security Committee member Dennis Quilio regarding accident on Foxglove to confirm what action was taken.
- C3 - Allied Universal will take care of claim of Security vehicle vs. Canterwood resident vehicle.
- C4 - HOA Board directed that Resident gate be checked out for any damage caused by resident hitting gate.

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

A) Approval to send out Spee4ding flyer and email out to residents. *A Motion was made, seconded and passed to ratify this recommendation.*

6. President's Report

A) Speeding

- Speeding issue was discussed at length, with many ideas that will be researched further.
- Joe and Sue will check all R&R's and RG for wording and language on rules pertaining to speeding.
- John Flaherty, Paul Gift and Dennis Quilio will meet and come up with action items that the Security Committee can put in place.

B) Hampton Review

- The attorney for the Hamptons has rescheduled appeal date for July 31, 2018 Board meeting.

C) Thacker Variance issues

- Variance issues have been resolved for residents lot.

D) Canterwood Water Co

- The HOA has received the documents pertaining to the sale and first right of refusal of the Canterwood Water Co.

7. Committee Reports/minutes

A) Architectural Control Committee

- i. Discussion of Appeals process: The Board stated that far too often appeals that come to the Board lack facts. They would like to see the number of appeals reduced. Appeals should be reviewed again by the ACC before going before the Board. Try and resolve at ACC level.
- ii. Fence Variance request: Resident is request a 6ft fence along Baker Way. *The following Motion was made, seconded and passed unanimously: Approval of Variance request to install a 6ft fence.*

B) Finance - No report

C) Grounds

- i. Tree removal request: The Board reviewed the request. *The following Motion was made, seconded and passed unanimously: The Board approved a budget amount of \$3000 for tree removal and the Grounds Committee will have to decide how this amount will be divided up.*

D) Security - No report

E) Riding Club - No report

F) Technology+Communication Committee - No report

G) Physical Plant - No report

H) Emergency Preparedness Committee

8. Treasurer's Report

- ### A)
- i. The May 2018 Financial Statements were reviewed.
 - Treasurer John Flaherty stated that the Operating account looks good. There is a current net profit of \$40,000.
 - Reserve account in good shape.
 - Treasurer stated 3 \$100,000 CD's were purchased and are scheduled to mature in 2021.
 - Equipment expense account still needs to be corrected
 - ii. Delinquent accounts were reviewed.
 - iii. The Board reviewed the offer from delinquent resident. The Board would like more information behind the logic of this offer. *The following Motion was made, seconded and passed unanimously: The Board agreed that they will not accept the offer presented.*

9. Unfinished Business

A) Solicitation policy discussion: The Board discussed this subject at length. How does it get enforced? Sue Barrett will update the draft policy and send out to the Board for review.

B) Policy on Common Area: The Board reviewed the memo from HOA attorney. The Grounds Committee has no authority to give residents approval to clear, remove, etc trees from Common area. Grounds Committee will be given an annual budget, with direction from HOA Board, for tree removal. *The following Motion was made, seconded and passed unanimously: The Board will instruct the Grounds Committee that they be the initial reviewer for requests by property owner in the Common area. Then come to Board to review request and make recommendation.*

- C) **Governing Documents on website - Which should be public/private?:** Documents will remain the same on website, with exception of moving Fees and Charges: Penalties to Member Only area.
- D) **R&R's Table of Contents:** The R&R's will remain as is.
- E) **Deeding of CDC property to CWHOA:** Joe Jackowski will be connecting with Pierce County about compliance for property to be deeded over to HOA. It doesn't seem that CDC is ready to have HOA take over deed yet. This item will go back on Unfinished Business at the July meeting.
- F) **Discussion of "Forested Edge" as in Residential Guidelines:** This item will be tabled until the July meeting.

10. **New Business**

- A) **Update on Harbor Hill drainage issue:** Site Manager gave an update on email conversations had with Olympic Property. It was requested that this email conversation be forwarded to affected resident. Site Manager to follow up with Olympic Property findings.
- B) **Resident Gate repair proposal for review and approval:** Site Manager presented proposal for replacement of operators at Resident gate. The Board requests that Site Manager contact Jerome Geissler and ask for his expert opinion on this replacement. *The following Motion was made, seconded and passed unanimously: The Board authorizes the repairs proposed by Security Gate and Access subject to Jerome Geissler reviewing and agreeing that replacement is necessary.* The Board requests that a spreadsheet be created for each gate consisting of repairs, parts, and amount spent.

➤ Due to conflicting schedules, the next Board meeting is scheduled for Tuesday, July 31, 2018.

11. **Adjournment**

- Meeting was adjourned at 6:45PM
- Next meeting is scheduled for Tuesday, July 31, 2018