

Approved

Aspen Grove Estates Homeowners' Association

Board Meeting Minutes

Oct 11, 2022

Board Members in Attendance Susan Sivesind, Susan Rench, Angela Jackson, Kristin Swanson, Robby Wasserman, Jodi Pugsley

ACC Members in Attendance none

Community Members in Attendance Jianming Liu

Meeting Time and Location 7:00pm in person @ Susan Sivesind's home

1) **Meeting called to order** 7:04 pm by Susan Sivesind

2) **Review and approve minutes** Board meeting minutes from 08/09/2022. Susan Sivesind moved to approve and Board vote was unanimous to approve

3) **Business**

a) **All HOA meeting date and new board members terms**

Board discussed and agreed that the all HOA meeting will be May 21, 2023. Susan Sivesind was going to remind homeowners to save the date in her next HOA communication.

Board discussed and agreed new board members terms would begin on the June 13th following the all HOA meeting.

b) **Financials**

- i. Annual Dues update by Treasurer-Aspen Grove Estates bank account balance is \$35,209.22. This amount includes both working capital and reserve capital
- ii. All dues but one had been paid. Robbie sent a letter to the owner 10/10/22.
- iii. No unexpected expenses to date
- iv. *Board discussion later in meeting* on what part of \$35,209.12 is working capital and what is reserve. Discussion on importance of changing our language so that we separate working capital and reserve capital as not to make it appear that we are "sitting on extra money". Board agreed we need to set aside more reserves.
 - (a) Clarification was made that we have \$7,000 working capital and \$29,000 is set aside for reserve.
 - (b) Jodi will set up excel sheet for board to begin itemizing special projects and cost involved
 - (c) Susan Sivesind explained monthly budgeted items may not occur monthly and thus extra expenses can be absorbed without dipping into reserve.
- v. *Board discussion later in meeting* Board goal to have 3 signers on checking account was discussed and Susan Sivesind and Robby are going to coordinate a trip to the bank to add Susan as signer

c) Common Areas

- i. Robbie set up an October annual irrigation backflow inspection.
- ii. Mr. Phan's final cleanup should be end of October
- iii. Jodi Pugsley researching and setting up weeding and composting the area east of the community stairs. Compost will be delivered by DeJong Nursery. Landscaped area will now extend 5 posts out from the east side of the stairs.
- iv. Tree trimming set up with Davey's trees for October 17, 2023.
- v. Susan reminded board members about free trees being given away by the city of Kenmore. Jodi ordered to plant in common area.

d) Survey Results

- i. 14 homeowners responded. No clear winners on any of the questions. Discussion on how to move forward with survey to receive more participation. Security and general maintenance were only clear repeated responses. Front area maintenance was a specific question and owners responded that it was important. Importance of maintenance of all homes was discussed.
- ii. The dying landscaping in front of the Hu rental entering Aspen Groves was discussed. Board agreed action needs to be taken because as to date no action has been taken.
- iii. Susan Sivesind opened a discussion on board priorities for projects. Susan Rench shared that she believed that building a stronger reserve should be prioritized. Susan shared we have annual reserve saving. (See **b) Financials** for further board discussion)
 - (a) HOA increase regular ongoing care of common areas and not depend on homeowners labor
 - (b) Estimate dollar documented so HOA can better prioritize.
 - (c) Tot lot maintenance-Jodi agreed to research and find out how much it would cost. Board agreed tot lot is "enough" for kids to play on but not attract unwanted visitors
 - (d) Dump run needed to remove old bench, railroad ties in tot lot. Some rubbish in common area behind fence. Rental of U-Haul discussed, and any working volunteers could add their own dump items. Dump run needs to be followed up with strong message that dumping behind fence is not OK

e) HOA contact information

- i. Updated HOA contact list was sent out to Board

f) Facebook

- i. Discussion on Facebook page which Kristin has now set up as a private group and will include reminders for upcoming events. These events will be sent utilizing other forms of communication for those who do not utilize Facebook. Susan Sivesind will coordinate with Kristin regarding any communications Board would like sent out.

g) Next Board meeting

- i) Decided for Wednesday December 14th, 2022

4) Meeting Adjourned 8:16 pm by Susan Sivesind

Respectfully Submitted,

Jodi Pugsley

Aspen Grove Estates Secretary

Officers

President Susan Sivesind -2022-2025

Vice President Mark Miller- 2022-2025

Treasurer Robby Wasserman- 2022-2023

Secretary Jodi Pugsley- 2022-2024

Members at Large

Kristin Swanson-2022-2024

Angela Jackson- 2022-2023

Susan Rench- 2022-2025

ACC

Mark Miller

Jeffrey Swanson

Anoop Kumar

Chris Sivensind