

Approved

Aspen Grove Estates Homeowners' Association

Board Meeting Minutes

March 1, 2023

Board Members in Attendance Susan Sivesind, Susan Rench, Kristin Swanson, Robby Wasserman, Jodi Pugsley, Mark Miller

ACC Members in Attendance Mark Miller

Community Members in Attendance none

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

1) **Meeting called to order** 7:11 pm by Susan Sivesind

2) **Review and approve minutes** Board meeting minutes from 10/11/2022. Susan Sivesind moved to approve and the Board vote was unanimous to approve. Mark Miller abstained because he was not in attendance at the 10/11/2022 Board meeting.

3) **Business**

a) **All HOA meeting date and communication**

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 she will be sending first part of April. Kristen will be also posting a reminder on Facebook.

b) **Financials**

- i. Annual Dues update by Treasurer-Aspen Grove Estates bank account balance is \$31, 115. This amount includes both working capital and reserve capital
- ii. No unexpected expenses to date. Highest bill since last report was \$440 for annual taxes.
- iii. Jodi asked that we consider changing financial reporting to reflect a breakdown of working capital and Reserve capital as was discussed in October board meeting.
- iv. Excel sheet for board to begin itemizing special projects and cost was reviewed and approved to be utilized moving forward.
- v. Discussion on adding Mark Miller as signer to bank account but no plan as yet

c) **Common Areas**

- i. Tot Lot updated Jodi shared board on difficulty of finding a contractor to inspect toy equipment. Board gave different suggestions that Jodi will follow-up on.
- ii. Jodi requested approval to purchase 3 shrubs @ approximately \$90.00 for common area east of back stairs. Mark moved to approve and board voted and approved unanimously.
- iii. Mark updated board on email sent to Rental Management company regarding dying landscaped area at the 7506 rental. Expectation is that Mark will get a response fairly quickly.
- iv. Discuss plan to hire professionals to consistently maintain common areas and decrease need for homeowners to maintain. Susan Sivesind posed the question on whether we improve area or do we continue to maintain. Decision made by Board to work towards keeping common area behind fence more routinely maintained by professional landscaper. Robby's would continue to mow as his schedule allowed. Susan Sivesind will get a new quote from Mr. Phan to routinely maintain outside of back fence common area.

- v. Ownership of retaining wall in walkway discussed. Retaining walls on both sides belong to homeowners.
 - (a) Dump run discussed and set for early morning May 7, 2023. Dump run needed to remove old bench, railroad ties in tot lot. Some rubbish in common area behind fence. Rental of U-Haul discussed, Dump run needs to be followed up with strong message that dumping behind fence is not OK
 - vi. Moss in common area lawn discussed. Jodi will check with Steve Heard and see if possibly neighborhood could be included in aerating and thatching this spring with his landscaper.
 - vii. Review and approval of excel project tracking and prioritizing template. Jodi will begin utilizing excel project sheet moving forward
 - viii. Discussion of HOA street trees and Jodi's conversation with city of Kenmore regarding trees. Mark gave Jodi Plat map with information to follow-up on so clear documentation of the laws regarding our street trees can be more easily accessible to educate new homeowners
- d) Board record keeping**
- i) Discussion of Board and ACC organization and Cloud storage. Mark will work with Susan Sivesind utilizing our HOA host which includes Gmail cloud storage and will allow us a space to create and post a WordPress website. It was agreed that only vetted individuals would have access

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