

Aspen Grove Board Meeting
Wednesday, October 20, 2004 @ Kenmore Starbucks (7:30pm)

Roll Call/Introductions:

Present: Christina Barzare, President
Casey Jorgensen, Vice President
Shane Day, on behalf of Secretary
Susan Rench, Alternate
Susan Schneidmiller, Alternate
Nancy Friday

1. **Budget:** No information discussed

2. **Late Home Owners dues:** President advised there are still H/O who have not paid 2004 dues or who have only paid partial dues. Dale and Marlys Aspnes are delinquent \$150, Susan Rench is delinquent \$300, Laura Rench is delinquent \$300, and Stephen Enloe is delinquent \$300. President advised she heard back from H/O Stephen Enloe after receiving his registered letter, he thought dues were for a rolling 12-month period not a calendar year. It was clarified per our CC&Rs that we run on a calendar year. Susan Rench was advised her dues and Laura Rench's dues for 2004 are overdue. As of this time, President has not heard from the Aspnes. Certified letters were mailed to S. Enloe, S. Rench, L. Rench, and the Aspnes on 10/15, stating that they were delinquent on homeowner dues. They were given until November 15th, to pay their delinquent dues or a lien may be placed on any properties with outstanding dues. There was discussion regarding the Association P.O. Box still being available when mailing dues? Christina advised the box is empty and will not be available for use and all payments need to be mailed to Beth Murphy at 7510 NE 204th PL Kenmore, WA 98028.

3. **Policy for late H/O dues:** There was discussion regarding setting a standard policy or guideline for addressing late H/O dues. Casey stated he wants to ensure that any unusual circumstances are taken into account before any actions are taken. It was discussed that the Board will meet, discuss and confirm if/when any liens are to be placed on an affected property. It was agreed that a basic guideline/timeline should be set up to avoid any confusion in the future for the Board or H/O if/when this situation arises in the future. Christina advised she would put together this information, which will then be discussed at the next Board meeting in Jan '05.

4. **Board Attendance Policy:** Christina advised there has been a lack of communication from Board members when unable to regularly attend pre-scheduled Board meetings. Casey clarified that a quorum (51% or 4/6) must be present to hold an official meeting and/or vote. If a quorum is not met, a meeting can be held but voting cannot take place. Board meetings will only be rescheduled if 3 Board members or less are in attendance. The only exception is we would strongly prefer to have ALL board members present at the January 10th Board meeting.

It was decided the following would be the standard for Board meeting attendance:

One week prior to ALL meetings, the Secretary will e-mail ALL homeowners reminding them of the upcoming board meeting along with an attached agenda for that meeting. In addition, HOA meetings require a 14-day notice by either mail or hand deliver. If any member of the Board cannot attend, they are required to e-mail the Board of their absence as soon as possible @ board@aspengroveshomes.com . This also applies, if you are going to be late to a scheduled meeting. If you are unable to e-mail for whatever reason, you must phone either the Secretary or President. It was discussed how to deal with any Board member who habitually misses scheduled meetings and fails to communicate this (see above). Continued absences will be discussed by the Board and will be handled on a case-by-case basis. A decision could be made to submit the Board member in question to the HOA for removal from the Board. Officer and Board member terms were discussed. There are two Board terms expiring 2005 and all Officer terms expire effective 2005. The stand in for the Secretary advised the current Secretary will not serve in this position past March 2005. Other officer positions TBD.

6. **Signage:** There were 2 quotes provided by Board members regarding signs for the basketball court and the “Tot Lot” area. Fast Signs quoted \$27 for 2-36x18 Poly signs and \$37 for the same in aluminum. Another bid (source unknown) was provided for \$50 for 2 aluminum signs. Aluminum is less expensive and lasts longer than Poly but will bend. The poly material will not rust, not easily broken or bend and will last approximately 10-15 years. Fast Signs would also place the Aspen Grove logo on the signs at no additional cost. It was voted that Fast Signs would make 2 poly signs, including the Aspen Grove logo for \$27 each. There will be one sign in the basketball area and one sign placed on the fence separating the two areas facing the “Tot Lot”. The signs will have a dark green (Starbucks green) background with white lettering. The signs will read:

Basketball area reserved for Aspen Grove residents and Guests

Tot Lot area reserved for Aspen Grove residents and Guests

There will be further discussion about adding hour limitations on these signs as necessary.

7. **E-mail distribution list:** No discussion

8. **2005 HO Meeting:** The next Homeowners meeting was scheduled for 3/13/05 at 1pm. Location TBD.

9. **Rescheduling of December Board meeting:** The December Board meeting will be tentatively re-scheduled for January 10, 2005 at 7:30pm due to upcoming holidays. Susan Schneidmiller volunteered to host at her house. Christina will follow up with Board

members not in attendance to confirm this date. 2005 Board meeting times will be decided once the 2005 Officer positions are determined.

10. **2005 HOA Events:** The possibility of a 2005 garage sale and block party was briefly discussed. The number of children on our street was also determined.

11. **2005 Projects:** Casey stated he would like to have the entire exterior of the wood fence along 205th and 75th stained to match. A common color would need to be approved. There was discussion about landscaping behind homes along 205th and 75th Ave along with the easement between the Barzare and Jorgensen homes. Fencing along this easement is pending. The automatic sprinkler issue will be resolved once all outstanding 2004 H/O dues are collected.

Susan Schneidmiller stated the landscaping of the basketball area would be starting the 1st week of November 2004 due to landscaper scheduling conflicts. Susan stated there would be drought resistant plants, bark and other items used in these areas.

Fencing around the play area (running along 75th Ave and continuing up 204th Place was briefly discussed. No bid submitted to date. Christina will follow up.

It was suggested to consider a Neighborhood Watch type program on our street. Discussion was made regarding a "Buddy System" whereby neighbors would be notified of another neighbors plan to be away from home for an extended period (such as vacation). This would help all of us by being aware and recognizing any unusual activity on our street. This suggestion was well received by the Board members in attendance.

12. **Clean-up of area along 205th:** The Secretary advised that King County was scheduled to clean up the area along 205th last week. The clean up did not occur and no further communication has been received from the County. The Secretary will follow up with the County toward the end of October. A question was asked about clean up along 75th? It was advised that the City likely has jurisdiction over this area and not the County. It was advised that the Secretary, with no response to date, has already forwarded this request to the proper City department.

13. **2005 Budget:** To be discussed January 10, 2005 pending date/time confirmation.

Meeting adjourned at 9:10pm.