Minutes for July 21, 2014 Board Meeting

Board Members Present:
Kenneth Farmen - President
Mary Jaffe – Vice President
Lisa Kirkemo – Secretary
Dan Ransom – Treasurer

Other Members Present:
Kelly Marsik
Mark Marsik
Troy Larson

The meeting was called to order at 6:43 pm.

Mary Jaffe moved that the reading of the minutes for the Jun 6th meeting be tabled for the next meeting due to a computer malfunction. Mark Marsik seconded the motion.

Daniel Ransom, Treasurer, reported that there are seven of forty-four homeowners who have not paid their dues. There were $2, 868.00 deposited since July 1 in the HOA account. Daniel reported that he has sent registered letters to those homeowners who have not yet paid.

Old Business:

Lot 1. President Farmen stated that he had read a previously sent letter from the occupant at Lot 1 explaining the situation of the occupant in regard to the condition of the property.

A discussion followed regarding the possibility of fixing the fence or cleaning the easement. Any cost invested by the HOA in improvement of the property could be recouped through a lien on the Wells Fargo property. However, there is too much required and the HOA does not have the resources.

Troy Larson cautioned the Board about spending money because of the on-going need for maintenance. He suggested that doing the maintenance for the occupant is “enabling” the occupant.

There was a brief discussion about the ivy growing over the road and brush piled in the yard. The Fire Department was contacted and indicated that it was not their job. They suggested that the Community Development Department at Kitsap County be contacted. The Department was contacted, but they do not do deal with non-Health Department issues.

A portion of the cans have been removed. The fence cannot be repaired do to rotten wood. The fence needs to be demolished. The house is still in the eviction process. A hearing will be set again in September.
Kelly Marsik voiced concern over setting a precedent if we were to offer continued maintenance help to the occupant.

The website is “on hold” until computer issues are resolved. Troy Larson made a motion to approve $100.00 for web hosting. Mary Jaffe seconded the motion. The members agreed by unanimous vote.

A Reserve Study would cost the HOA $1000.00 to conduct. This is about 30% of the association's annual budget and the expenditure would bankrupt the Association. Also, attempting to build a reserve would constitute a hardship on the Members Therefore, the Board has declared this HOA exempt from doing a Reserve Study.

Reserve Studies are, in essence planning tools designed to help the Board anticipate and prepare for the property's major repair and replacement projects. Because Harbor Lights Estates HOA has very limited property, a Reserve Study is not beneficial.

Daniel Ransom reported that he continues to gather information regarding the reserve study. It was determined that D&O Liability Insurance needs to be incorporated in the study if it is going to be considered necessary.

Kelly Marsik stated that the original concept of liability was over the concern regarding the common area. Mary Jaffe explained that there is no need for liability that is the result of workers. They are licensed and we do not have safety issues with members in common areas. The County is responsible for the holding pond safety. The liability is to protect members of the Board.

Mary Jaffe moved that the Board provide $60.00 for the purchase of the reserve study software. Mark Marsik seconded the motion that passed by unanimous approval.

<u>New Business</u>:
Kelly noticed a package on the ground with two keys on top. She will look into the situation.

Dan's wife thought about a recycle bin next to the mailboxes. It was decided that nobody would be interested in assuming responsibility for the maintenance.

The Kelly house was painted and they did not complete an ACC request. Mary apologized that she was not aware that the house was either going to be painted or had been painted. In the future, the website will be helpful by informing homeowners of the process.

The next meeting was set for Saturday, the 6th of September.

The meeting was adjourned at 8 p.m.

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Ken Farmen, President

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Lisa Kirkemo, Secretary