
MCCA BoD Retreat Minutes

Call to order

A meeting of **MCCA BoD** was held at **MCCA Office** on **November 20, 2018**. Called to order at 9:02am

Attendees included:

President - Terry Gemmill

Director - Bundie Olson

Vice President – Art Vahratian

Director - Virginia Eschbach

Treasurer – Jay Hiester

Director - Stephen Anderson

Secretary - Jamie Teschlog

Exec. Admin - Hilary Bublitz

Members not in attendance included: None

Motion to approve the minutes of the October Board meeting

Motion By: Ginny

Seconded by: Steve

Unanimously approved

Presidents Message – Terry spoke about the responsibilities of the directors, a couple of changes to the way BoD meetings will be run, Roberts rules of Order, Important dates of the year, i.e. committee meetings etc., and retreat goals.

Immediate Topics for the 2018-19 fiscal year

HOA Software – Hilary gave summaries of the two programs she has narrowed down to. She will now go back to PayHOA and get more details and see if that is the way to go.

ACC –

New member – David Fairwell.

Motion to approve David Fairwell as a new member of the ACC

Motion by: Jamie

Second by: Ginny

Unanimously Approved

New Roofing material – GAF Glenwood

Motion to approve GAF Glenwood as an approved roofing material

Motion by: Jay

Second by: Bundie

Unanimously Approved

M & E Charter Update -

Sections 3 & 5 were removed, other minor wording changes

Motion to approve the new the updated M&E Charter

Motion by: Bundie

Second by: Steve

Unanimously Approved

Covenant Committee

New Member – Lisa Reed

Motion to approve Lisa Reed as a new member of the Covenant Committee

Motion by: Jay

Seconded: Ginny

Unanimously Approved

New pay schedule – no motion needed, approved by all

Communications consultant –

Decision will be made after we have the HOA software is in place, Ginny has been asked to help with the design process.

Creation of Elections Committee -

Should this be a temporary committee? Yes

Should there be a board member on the committee? Yes, Steve.

Should it be a task force for this project rather than an ongoing committee? Yes

No motion needed to do this, all approved

Tree Fund –

Ask Dan to give us a list of reasonable qualifiers for the removable of native trees that do not fall in the four D's.

How much should it be? It should be enough to purchase and the labor to plant a tree.

Hilary feels \$50 is enough to cover that cost.

Tabled until January

Yearly Resident Survey –

Jamie will explore Survey Monkey or other options for next year

Jamie and Ginny will work on questions for next year.

Committee Reports:

M&E – Dario DePaolis

8 members currently. Would recommend trash bins in all the pocket parks and at high traffic areas along Village Green.

ACC – Allen Olson

Suggests that the Covenant committee helps with the Beautiful Garden awards. Recap of the common applications, paint, trees. Should there be a fine schedule for noncompliance with ACC guidelines and procedures? Committee has been asked to look at the mail hutches in the divisions and find a common path to follow. We need to clarify the roles of the different committees. They need more members. Having an architect on the board would be helpful with the number of remodels that are being submitted.

Covenant – Candie Lambert

8 members currently, need 2-4 more. An improvement has been seen in response to the covenant letters that have gone out, but the administration of that has been significant. We need to get a faster response time. The HOA software would be extremely helpful.

Noxious Weed – Jill Cheeseman

They need more members. She would ask that each board member attend at least one work party. Most of the response has been positive to the work that is being done. She would like communication to go out about the work that will be done to remove yellow flag iris from Cherry Pond. Put up a work party sign on the day that it is happening, send a letter to the neighboring houses to where the work is happening, Hilary will post on Facebook as well. Jill has a schedule for the next 6 months. They do deal with homeowner requests, if they are small and can be done in a reasonable amount of time and labor. They have new signage to put out when they are working stating who they are and what they are doing. We will put more posts on Facebook about events and before and after pictures

Ongoing Topics for the 2018-2019 fiscal year

Treasurers report –

We are on track for the year to date budget.

Maintenance–

Motion to approve purchase of blower from Washington Tractor for \$7800 plus tax.

**Motion by: Ginny
Seconded by: Bundie
5 in favor, 1 against – Motion passed**

Major Projects –

Mail Hutches –

We have built and maintained them in house up until now. Is there a way to build these, or have them built in a way they will last longer and cost less to make? What is the life span of the existing wood structures? Varies – 10-30 years depending on the building methods used (pressure treated wood). What is the cost of the current build - \$700 each. We currently have about 200 hutches. The metal hutches would cost about \$1550 if we purchase 6-50 units.

Some new equipment would be helpful to get the job done well. Craig is using some old, outdated equipment. Hilary and Craig will put a budget together for that.

Vote indicated the desire of the board to stay with wood.

Concrete repairs –

We just completed part of the path, Hilary would like to budget for next year about \$20,000 for trip repairs, this should hopefully complete the job. We have another year of major concrete repairs ahead of us in the nature preserve, next year's budget will be comparable to this year.

Surface water –

The city has been focusing on surface water, pipe projects. An engineering company is coming Wednesday November 21 to look at our retention ponds and help get a plan together so that we can be prepared for the future

Planned reserve projects and expenses -

Flower baskets – Bundie will look into a new vendor for the flower baskets to see if we can get a better quality. Hilary will get the specs to her.

Cherry Pond/Fountain – Not sure if this is still needed

Mower deck. maint/ Kubota – we might need to use this for new mowers

Benches and trash cans and tables - The Tournesol style is preferred, the trash cans are nicer. 9 trash cans approx. needed, we should focus on this for this year. Chopper park has one really bad table. It can be removed for now.

Entrance lighting and signs - Chatham - \$56,500 to put lighting there. – wait for PUD to get power closer to the sign. Hilary is working with Pacific NW signs, they will be giving us an update on our sign needs

Watershed Maintenance – we will know more when we get the report back

Laser printer – we will wait and see if we need it.

Sound proofing for the office. – approx. - \$5000 rough number
Hilary will choose one room to begin work in and see if this is a good solution

Mary Ann memorial – we need a budget and a plan for what we are going to do. Hilary estimates \$4500 to be done in this fiscal year.

Motion made to approve the installation of a bench, moving of the rock and placement of plaque with a budget of \$5000

Motion by: Bundie
Second by: Jay
Unanimously approved

Park entrance signs – total cost would be \$773

Unanimously approved, no motion needed

Director Absentee Voting/Attendance – If we are not able to attend in person, we can call in. Proxy voting is not an option.

Identity theft protection for board members- Terry will look into what this is and if we need to increase the coverage that we currently have of \$25,000.

Topics for the Spring & Summer 2019

Inconsistencies of covenant enforcement – discussion lead by Steve.

SBA Cell tower deal – discussion lead by Terry – Our lawyer will be sending them a letter with our counter offer.

Budget process – discussion lead by Terry.

Long Range Topics and Articles for Millstream

Dog Park – possibly turn Holly Park or Chopper Park into a dog park or is there another location that would make more sense? Everywhere we put a trash can we would put a Mutt Mitt dispenser

Emergency Preparedness – relationship to City and MCCC

Map your Neighborhood city meeting, November 28th
Smart 911

Golf Cart usage – Terry will write an article clarifying the difference between the MCCA, the MCCC and the city.

Harassment of neighbors – we need to have an awareness of instances and not allow our committees to be used as a tool of harassment.

Street parking abuse – it is managed by the city,

Executive Session –

Holiday bonuses discussed

Security wages/schedule discussed

Motion to increase the wages for the three existing security staff currently at \$13.50 to \$16.50 effective December 1, 2018.

Motion by: Bundie

Second by: Ginny

Unanimously approved

Adjournment

Meeting was adjourned at 4:13pm

Next Meeting

Next meeting to be held on 1-16-19 at 4pm

Secretary

Date of approval