

MINUTES

Meeting of Board of Directors
Loomis Trail Homeowners Association
January 13, 2008 7PM

In attendance:

Wolfgang Sellinger (presiding)
Bob McCoy
Fred Howell
Harmit Gill
Kassie Guglielmino

Meeting called to order by Wolfgang Sellinger, seconded by Bob McCoy.

Laura Howell has recently resigned from the board. The board wishes to thank her for many hours of service. Her resignation leaves her position on the Board, as well as the position of the secretary, treasurer and chair person of the Landscaping Committee open. Fred Howell has volunteered to fill Laura's place on the Board. The Board voted on this and unanimously accepted Fred as our new Board member.

Kassie Guglielmino volunteered to replace Laura as chair person on the Landscaping Committee. Bob McCoy volunteered to be the new treasurer and Wolfgang Sellinger will look after secretarial duties for the time being.

Issue of lot 37 fence was discussed again in light of Larry Dutton's reply to the board's Notice of Violation. His response included documents and statements by others living in the community. The Board's position as to the location of the fence on the south side of the property being in the common area and therefore a violation has not changed. Rich Kraft's letter stating that he approved the fence to be in the common area is clearly a violation of the by-laws on his part by #1) His not acting in the best interests of the homeowners - Section 5.10, 5.11, and #2) Taking action without the other Board members' approval (excluding Larry Dutton since it pertained to his property) - Section 4.9, 5.3.8 stating that one Board member cannot give approval, except in the case of a bona-fide emergency. Given all of the above, the problem still remains: What to do about the fence, since it is in the common area.

As a way of settling this issue, keeping in mind that future Boards may disagree (see By-Laws section 7.8), the following suggestions were made:

Option #1:

*An acknowledgment that the fence is in the common area, along with an agree- ☐ ☐
ment that, in the future, when the fence needs to be repaired or altered for the ☐ ☐
purpose of access or repair to utilities or major maintenance or damage from ☐ ☐*

storm or vehicles or any other damage or natural aging, the Board, at that time, shall be informed and have the right to have the fence moved at the sole expense of the owner, be that Larry Dutton or others. A legal document stating the above along with a statement that no adverse possession will be sought must be filed and recorded to run with the deed. All costs are to be born by the Duttons.

Option #2:

An acknowledgment that the fence is in the common area, along with an agreement that at the time of sale or changing of the ownership of Lot 37, the fence shall, at that time, be moved to the property line, prior to the actual closing date of the property transfer. A legal document stating the above along with a statement that no adverse possession will be sought must be filed and recorded to run with the deed. All costs to be born by the Duttons.

A vote was held and 4 out of 5 voted to present option #1.

Upon receipt of the filed copy of option #1 above, it will be placed in the file for Lot 37 and the December 16, 2007 Violation Notice will be withdrawn.

We also want it to be known that this is not a precedent for future actions by other homeowners or Boards, but merely the result of poor judgement and errors made in the construction of and placement of the fence on Lot 37. The Board feels this is an agreement all parties can live with and thereby put this matter to rest.

Meeting agenda business completed.

Meeting adjourned by Wolfgang Sellinger, seconded by Bob McCoy.

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Annual meeting – 3/29/2008

Meeting Start time: 7:05pm

Wolfgang gave an overview of the Agenda.

We have a quorum with 24 lot owners.

We have an approval on Agenda – 2nd by Fred Howell

7:10pm

Last year's meeting overview given by Wolfgang.

2007 Approval of minutes agreed – 1st by Bob McCoy 2nd by Cassie

7:15pm

Welcome everyone

8:09pm

Financial Report overview

Projected budget for coming year – 51,300.00

7:28pm

no further questions

The spending, absent ballots and the voting will be provided for the new committee.

7:38pm

voting of new board members

Herman Dew

Ryan Barnes

Debbie Sellinger

Bob McCoy

Harmit Gill

7:41pm

Voting on:

Gate 2 key panel relocation – Pass with 22 votes

\$1000 for gate 1 landscaping – Pass

Discussion on performance bond

Discussion on parking issues

Other points:

Prop. Management group discussion

8:42pm

Financial Audit – New board needs to have this done!

8:45pm

Any questions before end? None

Move to adjourn – 2nd Bob McCoy.

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LOOMIS TRAIL HOMEOWNERS ASSOCIATION

MINUTES OF MEETING OF BOARD OF DIRECTORS

LOCATION: Bob McCoy's home

DATE: Thursday, April 10, 2008

TIME: 7 PM

IN ATTENDANCE: Bob McCoy, Herman Dew, Harmit Gill, Ryan Barnes, Debi Sellinger

1. Elections:

President: Bob McCoy

Vice President: Herman Dew

Treasurer: Ryan Barnes

Secretary: Debi Sellinger

Committees:

Violations: Ryan Barnes (Chair), Fred Howell, Annie Dew

Landscape: Harmit Gill (Chair), Emily David, Kassie Guglielmino

Architectural/Plan Review: Debi Sellinger (Chair), Bob Lupul, Aaron Rockwell

Newsletter: Bob McCoy (Chair), Jeannie Halsey

CC&R Review: Herman Dew (Chair), Wolfgang Sellinger

2. Old Business

- Minutes of the 3/29/08 Annual Meeting were approved. Motion made by Bob McCoy, seconded by Debi Sellinger.
- Board decided to have only two signers on bank account, those being the President and Treasurer.
- Discussed moving PO Box. Decided to wait to talk to Management Company.
- Discussed hiring new bookkeeper. Decided to go with a management company on a trial basis. Voted 4 out of 5 in favor. Bob McCoy will arrange a meeting with Windermere Management Co for clarification of contract and to answer questions.
- Discussed the need to have an audit done. No final decision made.
- Discussed prudent reserve. Will further look into whether dues will have to be raised \$5.00 a month to cover the cost of using a management company.
- Discussed \$5,000 performance bond for new home construction. Voted 4 out of 5 in favor.
- Discussed monthly neighborhood meetings. Agreed to hold them quarterly rotating the location. 1st meeting to be held at Bob McCoy's home on Thursday August 14th at 7 PM.
- Discussed proposed budget for the next fiscal year. Ryan Barnes will work one up and present it to the board on April 17th at 7 PM.
- Meeting adjourned at 9:50 PM.

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LOOMIS TRAIL HOMEOWNERS ASSOCIATION

MINUTES OF SPECIAL MEETING OF BOARD OF DIRECTORS

LOCATION: Bob McCoy's home

DATE: Thursday, May 1, 2008

TIME: 7:30 PM

IN ATTENDANCE: Bob McCoy, Herman Dew, Ryan Barnes, Debi Sellinger and Sandi Jones

- **Minutes from 4/17/08 Meeting**

Motion to approve by Bob McCoy, seconded by Hermon Dew.

- **Budget**

The Board discussed the budget for 2008. Ryan Barnes presented the revised budget with some minor adjustments. Ryan Barnes made a motion to accept it. Bob McCoy seconded the motion. The budget will be printed and mailed to all members of the association by Sandi Jones along with notice of a meeting to ratify the budget. Tentative date for this meeting is Saturday, May 31, 2008 at 2:00 PM at the Blaine Fire Station if it is available.

- **Landscape Billing**

Discussion of landscaping billing, which seems high. Board decided to put it out for bids when J&J's contract expires in August 2008.

- **Revised Architectural Standards Checklist**

Debi presented a revised Architectural Standards Checklist for use in Plan Reviews. The Board voted unanimously in favor of adopting the new list but suggested a clarification to be included in the Landscape Review page on the responsibility of the lot owner to landscape to the street.

- **Recent Email Correspondance With Homeowner Regarding Planting of Sod in Front of 8628 Ashbury Ct.**

Discussed the planting of sod in a small area of a Boulevard that was overlooked when the areas around the front gate were planted in the fall of 2007. Decided that a miscommunication occurred and no one is at fault.

- **Recent Break-ins**

Discussed the recent incidents of vehicle break-ins. Discussed updating gate codes by eliminating old ones and possibly some of the realtor codes that are no longer needed. Also, discussed the need to keep Realtors from posting the gate code at the gate for open houses. Debi will send out an email warning people to be aware and to keep their vehicles locked.

- **Informal Community Meetings**

The Board discussed whether or not to continue the monthly informal community meetings and decided to continue them on a quarterly basis and rotate the location. Next meeting is at Bob McCoy's home on May 15th at 7PM.

- **Duties of Management Company**

Sandi Jones discussed the need to get the PO Box key for the HOA. She will try to obtain a key so she can get the HOA bills and pay them for the month of May. She also explained that she would be opening a new bank account for the Association so bills can get paid and checks signed by her company. Sandi will order new remote controls for the gate and Debi will turn the mailbox keys over to her. She will try to locate the mailbox keys for Div. 2. The Board discussed, again, the need to have the books audited at the earliest possible time.

- **Violations**

The Board discussed the best way to handle violations in the neighborhood. Ryan Barnes, the Violations Committee Chairman, suggested sending a friendly card for a first time warning. Debi will work on a card design.

- **Cracked Sidewalks**

Discussed whether cracked sidewalks should be repaired at the cost of approx. \$6 a square foot. Board will do a walk-through of the neighborhood and discuss how many sections need replacement and if it is a hazard.

Meeting adjourned at 10:30

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LOOMIS TRAIL HOMEOWNERS ASSOCIATION

MINUTES OF MEETING OF BOARD OF DIRECTORS

LOCATION: Debi Sellinger's home

DATE: Monday October 20, 2008 at 5:00PM

IN ATTENDANCE: Bob McCoy, Bob Lupul, Debi Sellinger, Hermon Dew, Ryan Barnes and Lacey Hulford

• Minutes

Minutes of Sept.25, 2008 meeting approved. Bob McCoy made motion, seconded by Debi Sellinger

• Mowing of Vacant Lots

Discussed the unreasonably high fees for mowing vacant lots. Some lot owners have been upset by these charges stating that they have been mowed when it wasn't needed and charged as high as \$209. Windermere will negotiate with Bellingham Mowing to try to get some of these fees back. Discussed general dissatisfaction with Bellingham Mowing. Windermere will contact them to decide if it is a miscommunication problem or other.

New policy for the mowing of vacant lots will come into effect immediately. Each lot owner will be sent a letter explaining the procedure where a wooden stake will be placed on each lot with a mark at a 1 foot height. The grass will be cut when it reaches the mark on the stake if the owner has not taken care of it by then. Lacey will write the letter that will go out to each vacant lot owner and send it to Board members for approval before sending them out.

• No Parking Signs

Discussed the new signs that have recently been added to the neighborhood. All agreed that the signs are too small and difficult to read. Lacey will look into the cost of having the signs replaced by two separate ones. One for Speed Limit and one for No Parking to be mounted on the 8' posts, one over the other.

• Email Complaint

Windermere will respond to an email complaint that the Board Meetings are illegal and any decisions made are therefore invalid.

• Violations

Owner of lot 16 div. 1 has requested a hearing in response to her violation notice. Windermere will inform the owner of the need to do this in writing with an explanation of why she feels this way.

A deadline of 12/1/08 has been set to have action begun on the issue involving lot 37 div. 1.

• Windermere Management

Board discussed dissatisfaction with Windermere Management and whether or not things have improved since hiring them. It was agreed that we are still having a communication problem. Discussed whether we should keep them or go back to managing the community on our own as a Board. The Board voted, 3 in favor of keeping them, 2 in favor of letting them go.

The Board will establish guidelines for the future to improve communication and operations between Loomis Trail HOA and Windermere Management. These will be put in writing and will include the following:

1. All correspondence will come to the Board of Directors for approval before being sent out to members.
2. Windermere will provide a semi-monthly journal of all correspondences, including telephone conversations, emails, etc. with any members or contractors.
3. Windermere will provide "Issue Tracking" to update the Board of Directors on the status of any ongoing issues.
4. All email correspondence from Windermere will be directed at Bob McCoy and any responses to Windermere from the Board of Directors will come from Bob McCoy.
5. Windermere Management will be represented at all Board meetings.

Meeting adjourned at 8:00