

Laurel Hills Homeowners Association Board meeting

March 23rd, 2011

Location: Dan Adkinson's Residence

Board Members Present: Dan Adkinson, George Phillips, Joe Truglio, Joe Papik, Sharon Jackson, Carl Schuler, Carlene Gaudette

Board Members Absent: Marty Owens, Robert Wuflestad

Call to Order: Dan Adkinson called the meeting to order at 6:40pm.

Introduction/Opening Remarks: Dan Adkinson

Lot #1 letters have been completed to Nathan Rich and the realtor. All outstanding issues have been resolved between Lot #1 home owner and LHA.

It will be a good idea to establish written guidelines with job descriptions for each executive position and committee chairperson. These instructions will allow for easier access to exact responsibilities and ease of transition when a new member is elected. Each member will come to the next meeting with guidelines for their specific board position. Referral can be made to Article IV of the Bylaws.

It is a good idea to establish a Board Calendar which will enable a timeline of yearly duties so critical filings such as, meeting dates and tax information will be known to everyone and help organize the LHA for future reference. Each member of the Board should draft potential critical dates/months when information and/or activities need to be coordinated or accomplished.

Treasurer's Report: Joe Truglio

Balance 1/1/2011= \$8,840.55

Balance 3/23/2011= \$11,521.04

Income= \$3,750.00

Expenses= \$1,069.51

Joe sent out email statements to each household with the 2011 Dues. To date, 25 households have paid the 2011 dues of \$150.00. He will resend another notice to

those households who need to pay in mid-April, which is approximately 45 days after the initial billing.

2010 dues were paid by the homeowner who we had an incorrect email address for.

The 2 homes that had been delinquent in dues from previous years which were discussed at the annual meeting of Feb. 27, 2011, the association have forgone that debt.

Annual taxes will be filed. An extension has been completed due to the late annual meeting date this year and unable to get all the information completed by March 15th.

Hospitality Committee: Sharon Jackson

Progressive Dinner is this Sat. March 26th. There will be 17 homes participating. We would have liked to have seen a higher turnout; yet hoping word of mouth will increase the number of homes for next year. We are all looking forward to meeting new friends. Sharon has worked so each family is hosting 8-10 and everyone will rotate different courses with different people. This is a great opportunity to meet everyone. All will meet up for a grand dessert event at the Ager's.

Architectural Committee: Joe Papik

Joe requested bids from 3 Landscaping companies to try and get a competitive bid for our yearly maintenance of Tract A ,B and C and every other year complete clean-up of Tract A. He requested these bids on March 3rd and received them only a few days prior to this meeting. The association has never had anyone actually bid these jobs out prior. In the past few years the job of mowing Tract A, B and C have been done by Vinh Landscaping and the Front Entrance sign area maintenance has been done by Twin Cedars.

While there was much discussion about the 3 bids and trying to make sense of some of the paperwork, mainly due to language barriers with some of the vendors and our exact desires and needs, it was decided that Joe Papik will again contact 2 of the vendors for a more complete discussion and firm contract bid. He has the Board approval of making a decision based upon the findings as to who will be awarded the contract for 2011 maintenance.

The board approved of awarding the complete every other year Tract A clean-up to Martinez Landscaping. Joe and Mr. Martinez walked the property together so there was no uncertainty of what the homeowners association needs are for this to be accomplished. Martinez Landscaping bid \$1,000.00 + tax for this clean-up. Joe will

contact them to make arrangements for a possible May time frame clean-up of this area.

Joe presented some guidelines at the annual meeting for the architectural committee to follow when there are CCR violations within the neighborhood.

It was proposed to add the following wording:

In #1- 14 days for contact

In #2-14 days

In # 3- 7 days

Replace #5 with #6

Replace #6 with #5 and replace the word "is" with "may be".

(See attachment for the original)

Joe will make these changes and present this to the Board in the June meeting

New Business:

Joe Truglio will make arrangements for the 2 new mailboxes to be installed that have been previously approved for. These will be in the priority already established.

NE 178th across from Lot #19

NE 183rd next to Lot #10

Carl Schuler will build new wooden mailbox bonnets for these when he gets materials for the project from Marty Owens.

Board Meeting Calendar for 2011 is as follows:

Wed. June 22nd 6:30pm at Carlene Gaudette's

Wed Sept. 21st 6:30 Location TBD

Wed Dec. 7th 6:30 Location TBD

Annual Meeting 2012- Sunday January 22nd Location TBD

Annual BBQ is tentatively scheduled for Sunday August 28th at Sharon Jackson's House.

City Planning Board: Dan Adkinson

The city would like to hear from Woodinville communities their concerns to help the city meet their needs as a neighborhood. Dan will brainstorm some seed items that are potential issues for LHHA which can be positive and/or negative. He will distribute these to the board and we can comment and return feedback to him. Upon responses, a special meeting can be called to discuss these and we can invite the city representative to this special meeting to discuss our issues for presentation to the City Council.

Action Items:

-Executive Board and Committee Chairperson Job Descriptions. This is the responsibility of each member to come to the next meeting with at least a draft.

-Establish LHHA Annual Calendar of important dates to remember, events and activities. This is the responsibility of each member to come to the next meeting with exact timeline of what is necessary with their individual jobs.

-Joe Papik

Landscape contracts complete and fulfilled

Issue Escalation Process rewritten with changes for approval at next meeting

-Dan Adkinson

Laurel Hill neighborhood concerns for feedback for a special meeting with City Planning Board to be circulated.

Respectfully Submitted:

Carlene Gaudette

LHHA Secretary