

## Yearly Minutes for Nisqually Meadows HOA 2020

### February 10, 2020 Nisqually Estates Homeowners Association (HOA) Board Meeting Minutes

Board Members Present: Rebekah Jordan, Melissa Worthington, Amanda Beaver, Tara Jaksha

Board Members Not Present: Corrine Wolford

Other Homeowners Present: Rob Mendel, Rindi Snyder

Guests:

1. **Meeting opened: Time/ 6:30pm at 10415 Red Fern Ct SE**
2. A motion was made and seconded to formally approve Board meeting minutes for Dec 2019 meeting minutes . **Approved unanimously.**
3. **Financial Report by Tara Jaksha**
  - a. Financial Status (Account Balances and Anticipated Expenses)
    - i. Savings (Reserve) **\$24,199.81** Checking **\$41,713.34** as of 1/31/20. Bring last banking statement
    - ii. Major anticipated expenses:
      1. Lawn Pros \$842.43/mo: on auto pay
      2. Yelm Water: n/a
      3. Other expenses:
      4. Deposits besides dues: 6 title transfers (1500\$) 2 fees paid (\$730)
  - b. 2020 Dues Status (# of lots paid out of 120): **115** out of **120** as of 2-10-2020
  - c. Late notices have gone out with finance charges on: Final notice hand delivered 2-8-2020. Liens will be sent to lawyer 2-24-2020 and filed 3-2-2020
  - d. Lien status (Total # of Liens, # of Properties with Liens): 1 Liens on 1 lots. 4 possible homes with new liens.
  - e. Secretary of State Filing for 2020 - \$10 done.
  - f. Lawyer: na
  - g. Website 3year payment \$ and Email 3year payment \$140.55
4. **Architectural Control Committee - ACC Report by Corrine Wolford**

**Members: Staci Dilg, April Newman , Rob Mendel**

  - a. Plans submitted:
  - b. Observations and Violations: Holiday decoration notice for Facebook. sent 7 letters for Jan. 1- fence 4 lawn maintenance (leaves) 2 for debris/ junk viewable. Sent a notice to the hill house fines should start back up if not cleaned up by next drive around (yet to be scheduled) 0 letters for Dec.
  - c. House Painting Notices: 1 request- to be scanned and submitted.
  - d. Chicken Notices:
  - e. Fines: No fines in progress.
  - f. New Committee Member Interest:
  - g. Pickup holiday contest flyers.
1. **Old Business**
  - a. Park Maintenance- Trim trees,New Trees, Paint foursquare, fences, path way, storm pond grates.Check on HOA responsible fences. Make a Plan for this year and next year. Get a quote for dead trees for the whole neighborhood- One quote was \$3500. Lawn pros will be paid hourly to chop and dispose of fallen tree.

- b. Holiday light contest- Winners 1st-Gilliland 2nd-Rachor , tie for 3rd- Newcomb, and Brandfas- suggestions for next year- winners pick a neighbor in need and donate their prize to them or do a prize that could help them. Change up Voting a little bit.

**New Business**

- c. Hang new signs on mailboxes.
  - d. Possible dates for yard sale. Have options posted online before the next meeting.
  - e. Lock Box for deposits of HOA dues( suggestion from home owner). Discuss payment options. (squaretrade credit)
  - f. Homeowners observing the same two dogs pooping and playing off leash in park. Send a note to Corrine about sending off a courtesy notice to them.
  - g. Secretary position on board will be open March 1st, 2020.
  - h. Make a post about Thurston County property taxes due to the court house.
2. **Open Forum for Comments and Questions:**
  3. Next HOA Meeting will be held April 13th, 2020 at 6:30pm
  4. Meeting Closed at 7:15pm

**Minutes approved by proper vote of HOA Board as indicated by Signatures below**

**Signed by Rebekah Jordan, President 7/20/2020**

**Signed by Melissa Worthington 7/20/20**

**Nisqually Estates Homeowners Association (HOA)  
Board Meeting Minutes  
April 2020**

Board Members Present: Rebekah Jordan, Lynda Newcomb, Melissa Worthington

Board Members Not Present:

Other Homeowners or Guests Present:

1. Meeting was cancelled due to COVID19.

When the order to close the state is lifted in May 2020 we will resume meetings.

HOA Board.

**July 20, 2020 Nisqually Estates Homeowners Association (HOA)**

**Board Meeting Minutes**

Board Members Present via Zoom Meeting: Rebekah Jordan, Melissa Worthington, Tara Jaksha, Corrine Wolford, April Newman

Board Members Not Present:

Other Homeowners Present via Zoom Meeting: Kathy Fields, Staci Dilg, Rob Mendel, Shawn Christensen,

Guests:

1. **Meeting opened: Time/ 6:30pm at Virtual Zoom Meeting**  
**Announcement: recording of any part or whole of this meeting is prohibited by Washington State. It is a crime to record a private conversation without the consent of all participants.**  
**Announcement: April's meeting was cancelled due to covid restrictions and June's meeting was rescheduled to July via zoom due to scheduling.**

2. A motion was made and seconded to formally approve Board meeting minutes for Feb 10 2020 meeting minutes . Approved unanimously.

3. **Financial Report by Tara Jaksha**

- a. Financial Status (Account Balances and Anticipated Expenses)
  - i. Savings (Reserve) **\$24,202.77** Checking **\$38,593.70** as of June 30, 2020. Last banking statements were shown at the meeting: February, March, April, May and June.
  - ii. Major anticipated expenses:
    - 1. Lawn Pros \$842.43/mo: on auto pay
    - 2. Yelm Water: City of yelm has been hard to get ahold of. Form filled out and sent to the city. Water may be on as of today. 7/20/20
    - 3. Other expenses: Zoom meeting \$16.36
    - 4. Deposits besides dues: **Several** title transfers fees paid
- b. 2020 Dues Status (# of lots paid out of 120): **120** out of **120** as of July 2020
- c. Late notices have gone out with finance charges on: na
- d. Lien status (Total # of Liens, # of Properties with Liens): 2 Liens on 1 lots
- e. Secretary of State Filing for 2020 Done - \$10
- f. Lawyer: nsf
- g. Website 3year payment and Email 3year payment \$140.55

4. **Architectural Control Committee - ACC Report by Corrine Wolford**

**Members: Staci Dilg, April Newman, Rob Mendel**

- a. Plans submitted: Approximate 44 plans submitted since Feb.  
(10) Painting,(10) yard, (6) trailer/boat/camper,(4) complaints,(4) roof,(2) fence, (3) Backyard (1) shed, (3) doors
- b. Observations and Violations: Holiday decoration notice for Facebook. sent 7 letters for Jan. 1-fence 4 lawn maintenance (leaves) 2 for debris/ junk viewable. Sent a notice to the hill house fines should start back up if not cleaned up by the next drive around (yet to be scheduled) 0 letters for Dec.
- c. House Painting Notices: ACC sent out earlier in the year.
- d. Chicken Notices: na
- e. Fines: No fines in progress.

1. **Old Business**

- a. Park Maintenance- Trim trees, New Trees, Paint foursquare, fences, path way, storm pond grates.
- b. Check on HOA responsible fences - not done yet. Acc will look at hoa fences and see what needs to be fixed, then gather quotes.
- c. Get a quote for dead trees for the whole neighborhood- One quote was \$3500. Lawn pros will be paid hourly to chop and dispose of fallen trees. \* trees along the entrance do lawn pros trim, look in contract. Common area Trees, quotes from other companies. (taking quotes)
- d. Annual Yard Sale: not doing this year - liability for HOA. Each homeowner can do their own., and still have to have a permit. The CDC recommends not doing it.
- e. Hang new signs on mailboxes.-Melissa Completed.
- f. lock Box for deposits of HOA dues( suggestion from home owner). Discuss payment options. (SquareTrade credit): costs are too high at the moment. Tabling tell later.
- g. 2 Homeowners observing the same two dogs pooping and playing off leash in the park. Send a note to Corrine about sending off a courtesy notice to them.

2. **New Business**

- A. April Newman was voted into the board July 19th, 2020 via text message voting unanimously, to the vacant position secretary .
- B. there will be no annual neighborhood yard sale this year due to COVID restrictions and the possibility of liability to the neighborhood.
- C. meetings will be held via zoom until further notice
- D. barking dogs: several complaints have been lodged - Homeowners lodging complaints need to include the address where the barking dog resides so HOA can follow up with the owner.
- E. Issues of rats reported in the neighborhood. Identify homes that are causing/contributing to the pests and follow up with homeowners for resolution.

3. **Open Forum for Comments and Questions:**

- 4. Next HOA Meeting will be held: Sept 14 @6:30pm
- 5. Meeting Closed at 7:22pm

**Minutes approved by proper vote of HOA Board as indicated by Signatures below**

**Esigned by: Melissa M. Worthington 9-14-2020**

**Esigned by: Rebekah Jordan 9-14-2020**

**September 14, 2020 Nisqually Estates Homeowners Association (HOA)**

**Board Meeting Minutes**

Board Members Present via Zoom Meeting: Rebekah Jordan, Melissa Worthington, Tara Jaksha, Corrine Wolford, April Newman

Board Members Not Present:

Other Homeowners Present via Zoom Meeting: Rob Mendel

Guests:

1. **Meeting opened: Time/ 6:30pm at Virtual Zoom Meeting**

**Announcement: recording of any part or whole of this meeting is prohibited by Washington State. It is a crime to record a private conversation without the consent of all participants.**

A motion was made and seconded to formally approve Board meeting minutes for July 20, 2020 meeting minutes. **All Approve**

2. **Financial Report by Tara Jaksha**

a. Financial Status (Account Balances and Anticipated Expenses)

- i. Savings (Reserve) **\$24,199.00** Checking **\$38,102.69** as of August 31, 2020.  
Last banking statements were shown at the meeting: July, August

ii. Major anticipated expenses:

- 1. Lawn Pros \$842.43/mo: on auto pay
- 2. Yelm Water: \$434.97 from July 31 to Aug 31.
- 3. Other expenses: Zoom meeting \$16.36
- 4. Deposits besides dues: July \$1826.50 **\*break down deposits**

b. 2020 Dues Status (# of lots paid out of 120): **120** out of **120** as of September 2020

c. Late notices have gone out with finance charges on: na

d. Lien status (Total # of Liens, # of Properties with Liens): 2 Liens on 1 lots

e. Secretary of State Filing for 2020 Done - \$10

f. Lawyer: nsf

3. **Architectural Control Committee - ACC Report by Corrine Wolford**

**Members: Staci Dilg, April Newman, Rob Mendel**

- a. Plans submitted: 2 fence requests, 1 door paint request (denied) 3 house paint requests approved
- b. Observations and Violations: 10408 start fines again. 15215 house is looking run down. Will [contact the homeowner to see what's going on](#), Corrine sent Notice out on the 3rd of September.
- c. House Painting Notices: ACC sent out earlier in the year.
- d. Chicken Notices: na
- e. Fines: Start fines backup on 10408 Brighton St SE.

1. **Old Business**

- a. Park Maintenance- Trim trees, New Trees, Paint foursquare, fences, pathway, storm pond grates. Quotes needed for storm drains.
- b. Check on HOA responsible fences -.
- c. Get a quote for dead trees for the whole [neighborhood](#)
- d. meetings will be held via zoom until further notice,
- e. barking dogs: several complaints have been lodged - Homeowners lodging complaints need to include the address where the barking dog resides so HOA can follow up with the owner.
- f. Issues of rats reported in the neighborhood. Identify homes that are causing/contributing to the pests and follow up with homeowners for resolution

**Commented [1]:** One quote was \$3500. Lawn pros will be paid hourly to chop and dispose of fallen trees. \* trees along the entrance do lawn pros trim, look in contract. Common area Trees, quotes from other companies.

2. **New Business**

- a. The Board has decided to cut dues for homeowners due to COVID; will be announced next month at the Annual Meeting.
- b. Proxies for Annual Meeting: How will those work.

3. **Open Forum for Comments and Questions:**

- 4. Next HOA Meeting will be held: Annual Meeting October 17, 2020 @ 10:00 am via zoom: must be registered by 9:00pm Friday October 16, 2020.
- 5. Meeting Closed at 7:15pm

**Minutes approved by proper vote of HOA Board as indicated by Signatures below**

**Esigned by: Rebekah Jordan**

**Esigned by: Melissa Worthington**

**Annual Board Meeting Minutes: Nisqually Estates HOA**  
 Saturday, October 17<sup>th</sup>, 2020 10:00 AM - 11:30 AM  
 Via Zoom Meeting

- 1. Homeowner Sign-in and Proxy Verification.
  - 2. Quorum- Reached ? Not Reached?
  - 3. Introduction of Current Officers:
    - a. President: Rebekah Jordan
    - b. Vice President: Melissa Worthington
    - c. Treasurer: Tara Jaksha
    - d. Secretary: April Newman
  - 4. ACC Chairperson: Corrine Wolford
- Nominations and Elections to the Board of Directors for the Coming Year
- a. Rebekah Jordan

- b. Melissa Worthington
  - c. Tara Jaksha
  - d. April Newman
  - e. Corrine Wolford
5. Financial Report.
- a. Account Balances: checking- \$ savings- \$
  - b. 2021 Budget- Home owners voted for Approval.
  - c. Dues for 2021: \$189
  - d. Expenses for 2020 vs 2021
  - e. Taxes and SOS filings:
  - f. Insurance Costs: \$2309
  - g. Bill's- post office \$118; Yelm water \$673.66; lawyer \$375; Lawn Pros \$842
    - Q- What are the fees from the lawyer for?
    - A- Miscellaneous conversations in preparation for the annual meeting, the park, and our charter.
    - Q- Do we keep a balance in savings for certain things?
    - A- Yes, we keep a balance for maintenance of the HOA owned properties. We can also use that money for renovations.

6. ACC: Corrine

Overall the ACC has seen a good pattern since wiping the slate clean in October 2018. ACC started sending new letters in Feb. 2019. The pattern for various violations can be seen below:

- A. Feb. 2019- 10 letters sent
- B. Mar. 2019- 9 letters sent
- C. April 2019- 9 letters sent
- D. May 2019- 8 letters sent
- E. June- There was an informal drive around in which 18 letters were prepared, but when the formal drive around happened, there was only 8 letters sent.
- F. July- Drive around done with several letters going out.
- Q- What is the most type of violation you send letters for?
  - A- Yard maintenance, there is a lot of weeds.
- Q- Do we have a lien on the home that is for sale and also has a fine?
  - A- Not at the moment. There is an agreement to send a check, will be double checking on home sale.
- Q- Have we discussed renting section 8 housing with the lawyer?
  - A- Yes, we can not exclude section 8 housing in our charter, it would be discrimination.
- Q- Is it possible to write a thorough note and leave it on the door when there is a violation of our home?
  - A- Corrine: In the past there was not as much detail in the fine letter but since June we have been addressing the issues in more detail through the fine letters.
- Q- If there is a fine does it increase each time?
  - A- Yes, we can increase it each time. starts at 30\$ a week and Goes up to 75\$ a week. depending on the fine it could be daily
- Q- If there is a home that is in constant violation what can we do? There is a home that still has Christmas decorations up.
  - A- If you feel safe enough, take photos and send them to us, or tell us so we can go take photos.

The ACC plans to focus on lawn vs. weed ratio in the future.

No further questions Next Weekend (October 19-20,2019) is the next drive around.

7. Old Business.
  - a. None
8. New Business.
  - a. Review of Yard Sale- not a lot of homes participated.
  - b. Possible Halloween decoration contest for future years.
  - c. Christmas light contest- everyone really liked the baskets we did last year. Liked the idea of voting on Facebook and over email.
    - Q- How do we normally notify when we do contests?
      - o A- We usually do it over facebook, email, on the mailbox, and word of mouth.
9. OPEN FORUM. Questions and Answers.
  - Q- Was there a reminder sent out for today's meeting?  
A- Yes, it is under announcements in the Facebook group.
  - Q- Are we going to do anything with the park?  
A- The park will go into maintenance status since a quorum was not reached, the board can do maintenance to it.
  - Q- How do you feel about the health of the HOA?  
A- Good, the finances and the ACC are good, we have a solid pattern and the board itself has a ton of support.
  - Q- There is a car on Brighton & 105th that is sitting on blocks for a while, have they been notified?  
A- That car is in antique status but should not be on blocks, we will double check the concern.
  - Q- Is there a rule about parking at the end of a cul-de-sac?  
A- No, just as long as you are not blocking driveways.

The ACC is in need of a new committee member if anyone would like to join. April Newman to join ACC committee.

**10. Adjournment**

**11. Next meeting December 14<sup>th</sup> at 6:30pm via the web.**

**Esighed by: Rebekah Jordan**

**Esighed by: Melissa Worthington**

### 2021 NEHOA Budget

<b>Income from Dues:</b>		<b>\$22,680.00</b>
<b>Expenses below</b>	<b>\$189 month</b>	
<b>Lawn Care (not including weather damage)</b>	<b>\$842 month</b>	<b>\$10,109.16</b>
<b>City of Yelm Water</b>	<b>450-500/ 3 mo</b>	<b>\$1,740.00</b>

Irrigation System (Annual Weatherization and Spot Repairs)	as needed	\$450.00
Insurance (General Liability, D&O, Umbrella)	\$2676 + \$1000 Deductable	\$3,676
County Treasurer/Auditor (Taxes/lien filings)	as needed	\$950.00
Bank Fees (Returned checks/ordering checks)	as needed	\$100.00
Office Supplies and Annual Meeting		\$400.00
Web Page (Domain, Hosting, Support, etc.)		\$270.00
Professional (Attorney/Accountant/SecState)		\$900.00
USPS (PO Box, Postage for correspondence)		\$320.00
Reserve: Long Term Maintenance and Capital Improvements (i.e. Park Improvement, Fence Repair in Common Areas, Irrigation, etc)		\$3,764.84

\$22,680.00

**Executive Board Meeting Saturday October 17, 2020**

Members Present: Rebekah Jordan, Melissa Worthington, Tara Jaksha, April Newman, Corrine Wolford  
 Motion to approve board member seats to remain the same for 2020: Seconded, APPROVED.

Rebekah Jordan - President

Melissa Worthington - Vice President

Tara Jaksha - Treasurer

April Newman - Secretary

Corrine Wolford - ACC Chair

All members voted into their positions as listed above. Motion to approve adding Tara Jaksha to the Timberland Bank checking and savings account: Seconded, APPROVED, over text messages.

voted on: all approved.

**December 14, 2020 Nisqually Estates Homeowners Association (HOA)  
 Board Meeting Minutes**

Board Members Present via Zoom Meeting: Rebekah Jordan, Melissa Worthington, Tara Jaksha, Corrine Wolford, April Newman

Board Members Not Present:

Other Homeowners Present via Zoom Meeting: Rob Mendel

Guests:



**1. Meeting opened: Time/ 6:36pm at Virtual Zoom Meeting**

**Announcement: recording of any part or whole of this meeting is prohibited by Washington State. It is a crime to record a private conversation without the consent of all participants.**

A motion was made and seconded to formally approve **Annual** Board meeting minutes for October 17, 2020 meeting minutes. **Approval of Annual Meeting minutes on hold due to technical difficulties. An email with correct minutes will be sent out at a later date for approval.**

**2. Financial Report by Tara Jaksha**

- a. Financial Status (Account Balances and Anticipated Expenses)
  - i. Savings (Reserve) **\$36,455.61**      Checking **\$24,200.23**      as of 11/30/2020. Last banking statements were shown at the meeting: Oct 2020
  - ii. Major anticipated expenses:
    - 1. Lawn Pros \$846.43/mo: on auto pay
    - 2. Yelm Water: \$434.97 from July 31 to Aug 31.
    - 3. Other expenses: Zoom meeting \$16.36
    - 4. Deposits besides dues: July \$1826.50 **\*break down deposits**
- b. 2020 Dues Status (# of lots paid out of 120): **34** out of **120** as of 12/13/2020
- c. Late notices have gone out with finance charges on: na
- d. Lien status (Total # of Liens, # of Properties with Liens): 2 Liens on 1 lots
- e. Secretary of State Filing for 2020 Done - \$10
- f. Lawyer: nsf

**3. Architectural Control Committee - ACC Report by Corrine Wolford**

**Members: Staci Dilg, April Newman, Rob Mendel**

- a. Plans submitted:
- b. Observations and Violations:
- c. House Painting Notices: ACC sent out earlier in the year.
- d. Chicken Notices: na
- e. Fines:

**1. Old Business**

- a. Park Maintenance- Trim trees, New Trees, Paint foursquare, fences, pathway, storm pond grates. Quotes needed for storm drains. Will continue moving forward with contractor quotes/plans in spring 2021.
- b. Check on HOA responsible fences -. They are good for now.
- c. meetings will be held via zoom until further notice, Melissa Worthington will be researching Google Meet for possible alternative to zoom.
- d. Issues of rats reported in the neighborhood. Identify homes that are causing/contributing to the pests and follow up with homeowners for resolution

**2. New Business**

- a. Halloween results: #1-Melissa Worthington, #2- Kara Jones, #3- Jessica Austin.

**3. Open Forum for Comments and Questions:**

- 4. Next HOA Meeting will be held: February 8th via zoom: must be registered by 9:00pm February 7, 2020.
- 5. Meeting Closed at 7:15pm

**Minutes approved by proper vote of HOA Board as indicated by Signatures below**

**Esigned by: Melissa Worthington**

**Esigned by: Rebekah Jordan**