

Board of Directors Meeting Minutes
Tuesday, February 26th 2019
Liberty Lake Water/Sewer District Offices

1. Call to order as of 4:30pm
 - a. Introduction of Board Members in attendance:
David Wyatt and Yvonne Tanak
 - b. Introduction of WEB Representative:
Bridgett McCain
 - c. Introduction of Homeowners in attendance:
Bob and Pat

2. Financial Update through 01/31/18
 - a. Income \$33,192.24 is below the Budget by \$13,847.76
 - b. Expenses \$3,452.16 is below the Budget \$5,352.84
 - c. Account Balances

Operating	\$71,785.72
Reserve	\$48,799.34
Savings	\$8,588.32
 - d. Delinquencies \$18,491.59 some of this is people choosing to pay on the twice a year plan. We are trying to find a way to make this pull differently so they are not counted.

3. OLD BUSINESS:
 - a. Resident Online Access Portal
We have all but two people's emails for the community and all new residents are being signed up on the portal account. But many home owners still are not paying this way.
 - b. Reserve Study Bid Comparison
We only received two different quotes. One was from the company who originally did the Reserve study and the second quote is from a new company. They are significantly different in price. Both proposals have been brought for the Board to look at. The Board decided that at this time there is not a need to update the Reserve Study and will table this for two more years.

4. NEW BUSINESS:
 - a. Landscape Bids for 2019
Bridgett presented the two landscape bids for 2019 that she had received. The Board requested that we get the third required bid.

 - b. HOA Dues Communications
This did not work very well for some reason this year. Many people did not seem to receive them from the email address. We are working with our vendor to see if there is a setting that needs to be changed so that home

owners receive them. We are not sure if this is a vendor setting or an email setting per homeowner. The Board requested that we work on this for the next year and send out how to use the portal steps each year with the billing.

c. Snow Removal Review

This has not been satisfactory to many of the homeowners this year. I am working with C&C Landscape. I have given them the notice that if they don't get it right they will not be doing the work anymore. I have requested that they come earlier and make sure the hill is deiced. The Board gave permission to have a strip of deice put down all the way along Dunbarton Oaks to help break up the 2 to 3 inches of ice that have formed on the road.

d. Choose Officers Designations

This was postponed until all new Directors could way in and will be done by email.

e. Management Agreement

Bridgett discussed charge backs and other info new board members should know. As well as the fact that the contract was over in July and they would be getting a notice by April 30th that we would like to work with them on a new contract.

f. Reserve Transfer for 2018

Does the Board want to authorize the regular \$12,000 reserve transfer for the 2018 year? David Moved to Vote Yes on transferring, Yvonne Seconded and the vote passed unanimously.

The Board also discussed a review of the Liberty Lake street tree requirements. They will re-evaluate the placement and/or requirement of the Mission Street Tree closest to the entry of the community.

The Board also discussed the trimming of tree branches on all the trees in the Townhome Swale and throughout the community. We would need to let the Townhome owners know so that it does not surprise anyone. WEB Properties will work on getting bids for this removal.

5. Adjournment at 5:55pm.