



Shelley Lake Estates Homeowners' Association  
P.O. Box 1872, Veradale, WA 99037  
[www.shelleylake.org](http://www.shelleylake.org)

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## Minutes of the Regular Meeting of the Board of Directors

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### Time and Place

A regular meeting of the Board of Directors of the Shelley Lake Estates Homeowner Association was held on Wednesday, November 28, 2007 at 7:00 p.m. (PT), at the Smith residence, to review the planned agenda items.

### Present:

The following Board/Committee Volunteers participated:

Scotty Smith, President  
(Position 1, 4<sup>th</sup> / 5<sup>th</sup> Addition)  
Mike Syrcle, Vice President  
(Position 4, Reflections, PUD)  
Bob Harris (Position 2, 3<sup>rd</sup> Addition)  
Doug Wollan, (Position 5, 1<sup>st</sup> Addition)  
Christy Smith, interim Secretary  
Norene Green, Treasurer

### Absent:

Bill Martin (Position 3, 2<sup>nd</sup> Addition)  
Davianne Buckley, Communication  
Chairman

### Meeting Called To Order

Scotty Smith acted as Chairman of the meeting and Christy Smith acted as Secretary. The Chairman declared that the members present constituted the quorum necessary for the transaction of business at the meeting.

### Minutes Approval

The minutes of the November 1, 2007 were not available and had not received approval prior to this meeting.

### Treasurer's Report

Norene submitted a proposed budget for 2008 that totaled \$68,000 in projected income with \$71,000 in projected expenses. The following is the proposed expenses:

Landscaping	18,500
Utilities	14,000 (includes water pumping for approx 4 months)
Repairs	15,000
Professional Fees	12,000
Insurance	5,000
Admin/Office	1,500
Improvements	<u>5,000</u>
	\$71,000

### Committee Reports

No committee reports were given at this meeting.

*Maintenance Committee* – Scotty Smith asked Bob Harris to check with the City to see what our responsibility is in regard to shoveling the sidewalks along 4<sup>th</sup>, Conklin and Rotchford.



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### Old Business

*By-Law changes* – Mike sent the Board a copy of the proposed changes prior to the meeting. A few other changes were made during the discussion. Mike will finalize the revisions. The goal is to get the By-Laws with the proposed changes out to homeowners by December 7, 2007. Included in the packet will be the Annual Meeting notice, a map with the new proposed director zones, a preaddressed, stamped postcard ballot, a proxy and a short summary of the proposed By-Law changes. Those residents who have registered for e-mail will receive the By-Laws electronically. A ballot will also be sent to Mr. Heitman as he has 59 votes for the 5<sup>th</sup> Addition. Christy will go to the Communications Committee and ask for their help in distributing the information and helping with follow up.

### New Business

*Potential Dues Increase* – After looking at the proposed 2008 budget, Scotty Smith started a discussion on whether the Board was going to make cut backs or increase the dues for 2008. He told the Board that we were seriously lacking in our reserve funds. A dues increase could help build our reserves up if we do not have any major repairs in the 2008. The purposes of building a reserve is for potential road and fence repairs. A discussion followed on dues increase vs. a special assessment to build the reserve. However a special assessment is to be used for extraordinary expenses and not for building of reserve funds.

Mike Syrcle submitted a letter from Dave Syrcle comparing HOA dues in surrounding developments. They ranged from \$7 - \$30. Scotty said that most of these HOA's are not dealing with private roads, wood fences and/or a lake to care for. Mike was to go back to Dave and see if he could find a more appropriate comparison.

The Board reviewed the proposed expenses for 2008 and found them to be reasonable and in line with past expenditures. It was fairly bare-boned and without fluff. *Scotty Smith made a motion to increase the dues \$5 per month* with Doug Wollan seconding the motion. Before a vote could be taken, *Bob Harris amended the motion to increase the dues \$10 per month*. Doug Wollan seconded the motion. To support his position, Bob mentioned how a \$10 increase restores that purchasing power of 6 years ago adjusting for inflation. (We have not had a dues increase for 6 years.) He also said that with more reserve funds, we will be able to pay as we go and be less likely to need a special assessment. *Vote: Shall the Board of Directors increase the dues \$10 per month starting in January 2008?* In favor: Bob Harris, Doug Wollan, and Scotty Smith. Opposed: Mike Syrcle Absent: Bill Martin

*Fines and Liens* – Mike Syrcle submitted a proposed letter from the Architecture Committee to homeowners who have not completed their landscaping. They proposed as \$25 per day fine if the homeowner makes no response to the committee within 30 days of the letter. The Board approved the 30 days to respond and then start assessing \$25 per day fine. The letters will be sent out after January 1<sup>st</sup> to allow homeowners an enjoyable Christmas season. (Doug Wollan sang "Mr. Grinch" to Mike)

Doug Wollan is to draft a letter to the homeowner in his area that caused damage to the shoreline. He is to advise them that even though they have made some repairs, they may still be liable for repairs in the spring.

*Annual Meeting* – Scotty Smith asked other board members to speak at the Annual meeting. The agenda items will include:  
History and accomplishments/ Bob Harris  
Budget and Dues Increase/ Scotty Smith  
Nominations and Election/ Mike Syrcle

There will also be a question and answer time. Refreshments will be provided.



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Next Meeting(s)

A regular Board and Directors meeting will be scheduled for January 3, 2008 to review the material for the 2008 Annual meeting. There being no further business to come before the Board, the meeting was adjourned at 10 pm.

Respectfully submitted,

Shelley Lake Estates Homeowner Association

Scotty Smith  
President

*Christy Smith*  
*Secretary*