



Shelley Lake Estates Homeowners' Association
BOARD MEETING MINUTES
Thursday, March 5, 2009 – 7:00 p.m.

Present from the Board:

Doug Wollan	Director	Zone 1
Sue Watilo	Director	Zone 2
Bill Martin	Director	Zone 4
Bob Harris	Director, President	Zone 5
Dan Pfeiffer	Director	Zone 6
Diana Wilhite	Director	Zone 7
Norene Green	Treasurer	Non-Voting
Claudia Hersey	Secretary	Non-Voting
Derek Buckley	Acting Chairperson, Architecture Committee	Non-Voting

The following Board/Committee members were absent:

Vacant (Nomination Pending)	Director	Zone 3
Davianne Buckley	Chairperson, Communication Committee	Non-Voting

The following non-voting guests attended:

Dave McHugo	Nominee, Architectural Committee
Dave Syrcle	Nominee, Zone 3 Director

#	TOPIC	DISCUSSION	ACTION AND/OR FOLLOW-UP INFORMATION CONTACT PERSON
1	Meeting Called To Order	President Bob Harris acted as Chairman of the meeting and Claudia Hersey acted as Secretary. The Chairman declared that the members present constituted the quorum necessary for the transaction of business at the meeting. Bob Harris provided an agenda and the issues to be discussed at the meeting.	
2	Approval of Minutes	<i>Minutes of January 12, 2009 Annual Meeting</i>	Upon a motion made, seconded and carried, the Board approved, with one dissention, the minutes of the January 12, 2009 Annual meeting.
		<i>Minutes of February 5, 2009 Regular Meeting</i>	Upon a motion made, seconded and carried, the Board approved the minutes of the February 5, 2009 Annual meeting.

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3	Financial Review	<p>Norene Green provided financial reports for the month ending February 28, 2009. The Committee reviewed the financial statements and all supporting documentation. Reviewed and agreed with the accounting for culvert related costs.</p> <p>The Association's tax return is due on the 15th of this month. This year we will file as a Homeowners' Association so when we do that we don't have to report exempt option income (dues) but we do have to report our interest, fines, penalties, sales of remotes (less costs of remotes), so our tax will equal \$299.</p> <p>Cash on hand: \$70,391</p>	Upon a motion made, seconded and carried, the Board approved the Financial Statements as of 2/28/09.
4	Architectural Committee Report	Derek Buckley reported the Committee is current on all applications/issues. He also reported they had agreed that one Committee representative would be assigned to each project they were monitoring. The Committee discussed two recent applications from potential home buyers where their applications were declined.	The Board agreed with the Architectural Committee decisions in each case.
5	Communication Committee Report	In Davianne's absence the Board discussed the status of the renter's letter, "bulletin board" placement inside entrance gates and related costs.	Bob Harris will ask Davianne to proceed with her email update campaign.
6	Maintenance Committee Report	<p>Doug Wollan reported this month he will start planning for Summer work and developing projects, finishing the trail, etc.</p> <p>Bob Harris reported the lake water level had risen 6 feet since its low at the end of Summer and 19" noon over noon on March 4th and another 22" the day before.</p> <p>Will continue to monitor lake water levels..</p>	
7	Old Business	Website: Doug Wollan reported on website procedures and ideas to educate other administrators on website procedures. Doug is still being charged on his personal account for website hosting services but has no authority as administrator of website. Requested to change the current ownership and maintenance capability to new administrator.	
		Easement Project – Dan Pfeiffer reported project is not completed - discussed potential issues – will continue to try to make progress.	
		Modification of Lien & Foreclosure Timelines: –	To be reviewed at the next meeting.
		Fifth Addition Building Requirements – our attorney recommended the Board approve the new requirements. Discussion followed related to architectural standards and approvals.	Upon a motion made, seconded and carried, the Board approved, with one dissention, the building requirements for the 5 th Addition.
		Bob Harris reported that, following an interview by himself, Doug Wollan and Bill Martin, he had appointed Dave McHugo as an interim appointee to the Architectural Committee. Dave described himself as a team player, with a degree in business and engineering, not working and appreciates the community in which he has lived for a very long time.	Upon a motion made, seconded and carried, the Board confirmed the appointment of Dave McHugo to the Architectural Committee.
8	New Business	Director Zone 3 Interviews/appointment: Bob Harris nominated Dave Syrcle for the vacant Zone 3 Director position. Dave introduced himself to the group and	Upon a motion made, seconded and carried, the Board approved Dave Syrcle to

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		described himself as a strong supporter of CC&R's and their guidelines. His focus is to help maintain community and property values; important to him both as a resident and in his capacity as a real estate agent for Windermere (Valley office). Communication is also a key focus area (he is a current member of the Communications Committee). Doug Wollan noted Dave has participated in many of the SLHA community events and has a solid interest in the community.	Zone 3 Director.
		Vice President Nominations and Selection: Bill Martin nominated Doug Wollan to be named Vice President of the Board of Directors.	Upon a motion made, seconded and carried, the Board approved Doug Wollan as Vice President of the SLHA.
		Architectural Committee Chairman Appointment: Bob Harris nominated Derek Buckley to be named Chairperson of the Architectural Committee and noted Derek had been the Interim Facilitator and in that capacity had made a positive impact and strong commitment in that capacity.	Upon a motion made, seconded and carried, the Board approved Derek Buckley as Chairman to the Architectural Committee.
		Diane Wilhite volunteered to be named as the 2 nd Director member on the Architectural Committee.	Upon a motion made, seconded and carried, the Board approved Diane Wilhite to the Architectural Committee.
		Formation of Reflections Common Area Improvements/Parking Working Group: At the annual meeting Bob Harris asked if anyone from the Reflections area was interested in volunteering to help with common area improvements. At that time one person expressed an interest in helping design and to come up with a landscape plan. Bob Harris asked if Davianne would follow-up with that volunteer and possibly ask a few others to join in that effort by sending an email to just the Reflections property owners. Those interested should contact Sue Watilo at 891-2604.	Sue Watilo will review results of "poll" on whether there was additional interest from Reflections property owners to install a pedestrian gate on 4 th Ave. Claudia Hersey volunteered to design a flyer that could also be distributed to Reflections property owners that could also be posted to the website.
		Board members also discussed the continued parking issues for the people who live near the fire truck turnaround (in Reflections). They considered a couple of alternative suggestions including the possibility of using a portion of the adjoining common area for additional parking space. Discussion will be continued at the next regular meeting.	
		Rezoning to MF-2 on Fourth Ave: Board members discussed the proposed plan for a zoning change in our area, specifically the lots just west of Reflections on Fourth Ave. from low density residential to high density multi-family residential. Currently there are approx. 280 apartment units going in on Conklin and this rezone project would add additional 264 units). Board members plan to attend the Spokane Valley Planning Commission public hearing on Thursday, March 12 at 6:00 p.m. at the Spokane Valley City. Whipple Engineering supports amending the zoning as their analysis shows 4 th street will support the increased traffic. Board members disagree and have additional concerns related to pedestrian safety, increased traffic and trespassing concerns. Board members discussed most effective way to present to Planning Commission.	Bill Martin and Bob Harris will draft and present on behalf of the Association against the proposed rezone plan.
		Fourth Ave. Pedestrian Gate: Board members discussed a request by one resident to install a pedestrian gate from Reflections to 4 th Ave.	Sue Watilo will "poll" certain Reflection property owners to see if there is additional

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			interest to install a "walk-thru" pedestrian gate at 4 th Ave.
		Community Association Board Member Training 3/21/09: Bill Martin, Sue Watilo, and Doug Wollan plan to attend this training session and will brief Board members following the seminar.	
		Checking Account Signature Authority: Norene Green reported that as Scotty Smith and Mike Syrcle are no longer authorized to sign on checking account we needed to name two additional authorized signers. The Board agreed to add Doug Wollan, Vice President, and Bill Martin, Director to those authorized to sign checks. Currently only Bob Harris, President, and Norene Green, Treasurer, are authorized signers. All check require two signers, neither of which may be recipients of the check.	Upon a motion made, seconded and carried, the Board approved Doug Wollan and Bill Martin as two additional authorized signers on the Association's checking account.
		Diane Wilhite disclosed that our Association buys its check supplies from Diane's company and wanted to be sure this information was fully disclosed. The Board determined there was no conflict of interest as we had been buying our checks from her company long before she joined the neighborhood and the Board of Directors.	
9	Executive Session	The Committee held an executive session to discuss pending litigation, attorney communications and certain homeowner CC&R violations. No votes were taken.	

ADJOURNMENT

There being no further business to come before the Committee, the meeting was adjourned.

Respectfully submitted,

By: _____
Bob Harris
President

Claudia Hersey
Secretary