



Shelley Lake Homeowner's Association

P.O. Box 1872, Veradale, WA 99037

Approved Minutes – Board of Directors' Meeting

**Thursday, July 20, 2006, 7:00 PM
Hersey Residence, Spokane, WA**

Officer's Present: Scotty Smith, President (Also representing 4th Addition)
Mike Syrcle, Vice President (Also representing Reflections PUD)
Norene Green, Treasurer
Claudia Hersey, Secretary

Director's Present: Bob Harris (Representing 3rd Addition)
Bill Martin (Representing 2nd Addition & Architectural/Landscape Committee)
Mike Girtz (Representing 1st Addition & Architectural/Landscape Committee)

Committee Members Present: Joe Palleria, Architectural/Landscaping Committee

Guests: None

President Scotty Smith called the meeting to order at 7:00 p.m. He established a quorum was present and confirmed the planned agenda items.

Minutes Approval

June 22, 2006 Meeting

Scotty Smith reported the draft minutes from the June 22, 2006 Shelley Lake Estates Homeowner's Association (SLHA) developer turnover meeting, were under legal review and he expects to receive a copy from the attorney's for the Board to approve by the end of the next week. He also reported the voting rights of those homeowners who participated in the June 22nd meeting were verified, so the motion to accept the nominations of the new board members is confirmed.

July 6, 2006 Meeting

Motion was made and the Committee approved the minutes of the meeting held on July 6, 2006.

Financial Review

Treasurer Norene Green reported she had received the bank statements for 2006 from Mr. Heitman's office.

The Board reviewed the cash balance statement, accounts payable, and list of past due accounts for Association fees for 1st half 2006. The Board agreed to send a letter to past due homeowners' asking them to respond with payment or be subject to interest and penalty charges. The Board also agreed it was prudent to send a letter to all homeowners' reminding them about the payment terms of Association dues.

The Board reviewed the proposed preliminary budget for the remainder of 2006. The board made recommendations for a basic working budget for now and recommend that we prepare a more complete budget to be submitted for approval at the next regular homeowners meeting." Additionally, the Board approved giving certain Committee members an expenditure allowance of \$250 for items related to repair/maintenance or capital improvement projects, without advance approval by the Board. The Board also approved an authorization for Bob Harris to expend up to \$1000 for fence, sprinkler, grounds improvements/repairs related to common areas.



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STRATEGIC PLANNING

Communication

A proposal was made to send a letter to homeowners letting them know what the Board has been working on, what tasks have been completed, what tasks are still at hand, as well as reminders to homeowners about payment of dues, pet issues, how to submit construction/landscaping plans/drawings to the Architectural Committee, volunteer opportunities i.e. if any homeowners would like to serve on a committee, to please contact any Board member and we will gladly accept their offer to help.

The communication would also include a brief financial statement and status of the 2006 budget.

The communication would also include a brief homeowners' survey that will help plan future activities of the Board.

OTHER ITEMS

Committee Assignments

Mike Syrcle motioned that Bob Harris manage common area maintenance for 2006. Bob Harris agreed and the Board approved the motion.

Scotty Smith motioned the Architectural Committee represent the 5th Addition at Board meetings. Committee members agreed and the Board approved the motion.

Legal Representation

Mike Syrcle motioned to retain Kathryn McKinley as the Association's attorney. The Board reviewed the nomination and voted to approve the \$2,000 retainer fee. Ms. McKinley will assist the Association with legal issues

Property/Maintenance Items

The Board reviewed several property related items including certain property easement issues, shoreline lake requirements, trail design and completion, State regulations related to the lake, fishing permit/regulations, safety/liability sign requirements, Reflections swale repair, sidewalk repair, sprinkler system repair, pedestrian gates, gate controllers, fence repair, potential cluster mailbox move, fire turnarounds and compliance issues related to fire department requirements.

Water Pump

Mike Syrcle reported on the condition of the water pump and requested approval for expenditure of certain repairs. The Board agreed and authorized the expenditure.

Fences

Bob Harris motioned to initiate repairs to the Reflections fence. The Board agreed and authorized expenditure for the repair of the fence.

Architectural/Landscape Committee

Scotty Smith will schedule a meeting with the Architectural Committee to review builder requirements and discuss approval process for builders. Together they would draft a master plan for Board review and communicate that plan to Shelley Lake builders.



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The Committee discussed lakeshore maintenance requirements with regard to weed control that is required by law, and wildlife habitat preservation. After considerable discussion the Board agreed it would develop a comprehensive master plan with regard to lakeside maintenance and would begin by researching Department of Ecology guidelines. The proposed plan would be drafted and, at a future date, communicated to the homeowners for review/comment.

NEXT MEETING

The next regular meeting of the Association Board of Directors/Boards is Thursday, August 3, 2006, at Scotty Smith's residence, at 7:00 p.m. PT.

There being no further business, the meeting was adjourned at 9:48 p.m.

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APPROVED AND ACCEPTED BY:

Scotty Smith
President

Claudia Hersey
Secretary