



ShelleyLake

**Shelley Lake Estates Homeowners' Association
MINUTES OF THE REGULAR BOARD MEETING
Thursday, June 4, 2009 – 7:00 p.m.**

Board Attendees:

Doug Wollan
 Dave Syrcle
 Bill Martin
 Bob Harris
 Dan Pfeiffer
 Diana Wilhite
 Norene Green
 Claudia Hersey
 Davianne Buckley
 Derek Buckley

Director, Vice President
 Director
 Director
 Director, President
 Director
 Director
 Treasurer
 Secretary
 Chairperson, Communications Committee
 Chairperson, Architectural Committee

Zone 1
 Zone 2
 Zone 4
 Zone 5
 Zone 6
 Zone 7
 Non-Voting
 Non-Voting
 Non-Voting
 Non-Voting

Absent:

Vacant

Director

Zone 3


#	TOPIC	DISCUSSION	ACTION AND/OR FOLLOW-UP INFORMATION CONTACT PERSON
1	Call To Order	President Bob Harris acted as Chairman of the meeting. The Chairman declared the members present constituted a quorum necessary for the transaction of business at the meeting. Bob Harris provided an agenda with issues to be discussed at the meeting.	Confirmed
2	Minutes	Minutes of April 23, 2009 Regular Meeting	Upon a motion made, seconded and carried, the Board approved the minutes of the April 23, 2009 meeting.
3	Communication Committee Report	Davianne Buckley updated Directors on the status of upcoming planned events including the Annual Shelley Lake Garage Sale (June 20 th), Community Day (July 18), Ice Cream Social and tie-in with Spokane's National Night Out event (Aug. 4). Davianne will resend email to homeowners reminding them of the annual garage sale and planned signage at gates as reminder to homeowners. Davianne discussed the status of the homeowner community directory that would be accessible from the SLHA website (listings would only include name and address). All other homeowner contact information would be available only to the Board of Directors.,	

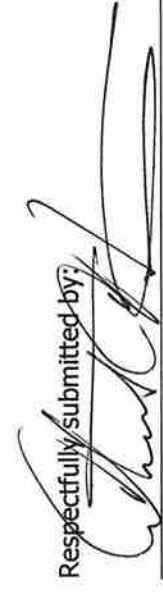
#	TOPIC	DISCUSSION	ACTION AND/OR FOLLOW-UP INFORMATION CONTACT PERSON
		<p>A homeowner contact authorization form will be included along with each 1/2 yearly maintenance statement mailing.</p> <p>The Communication Committee is gathering current information for a newsletter that will also be included with the statements. It will also be distributed by email. Bob will provide the content for the newsletter with the input from Directors.</p>	
4	Financial Report	<p>Norene Green discussed financial reports for the month ending May 30, 2009. Cash on hand: \$11K + \$44K in money market (\$22K is restricted for shoreline). Discussed areas of concern related to spend/budget items.</p>	<p>The Committee reviewed the unaudited financial statements and provided comments on the results.</p>
5	Architecture Committee Report	<p>Derek Buckley reviewed items that had come before the Architectural Committee for approval noting they have been able to turnaround approvals quickly. Directors discussed timeframe for completion of certain homeowner projects underway and will review current projects that seem to be beyond the prescribed timeline for completion.</p>	
6	Maintenance Committee Report	<p>Doug Wollan reported on lakeshore watering schedules and timers; planting of more wild flower seeds, progress of shoreline grasses, and noted that once the new growth is established he will cut back on watering cycles.</p> <p>Doug removed the white piping at the waterfall/creek area on the main gate side of the lake and cleaned-up the creek bed and trimmed surrounding shrubs. Water is being pumped in from Vera Water (not from the pump system) as it is cheaper to operate and will keep the stream water fresh.</p> <p>Bob Harris reported lake water levels are about 2 1/2 feet below water levels at the same time last year. Bob theorized that even though we had more snow this year, the snow melted later in the year, and in addition last year's June rains helped maintain last year's higher water level.</p> <p>Bob is looking at scheduling certain required maintenance projects such as painting the pump house and entrance gates and stucco walls, etc., and thinking about possibly asking interested homeowners to "bid" on providing volunteer services (to be detailed in newsletter).</p>	
7	Old Business	<p>Reflections Common Area Improvement: Dave Syrcle reported not a lot of volunteers coming forward to help with Reflections common area improvement projects. Dave will research various treatment options to improve the look of the concrete walls at the entry and along 4th Ave. to include the planting of shrubs/trees.</p> <p>Website Update: Bob Harris will schedule meeting with Scotty Smith and Joe Tran to finalize a plan for SLHA website maintenance; and will make arrangements to transfer the Association's internet service charges from Doug Wollan's personal account to the Association.</p> <p>Easement Project: Bob Harris reported the project is progressing as planned.</p> <p>Audit Proposal: Bill Martin reported he requested a bid to audit the 2008 financials. The proposed audit came from Cagianut & Co., a CPA firm for Condominiums and Associations. The Committee and Norene agreed the proposal was standard and the proposed cost reasonable.</p>	<p>The Board unanimously agreed to move forward with the proposed audit.</p>
		Zone 3 Director Vacancy: Bob Harris reported the Board is still looking to fill the	

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		<p>vacant Board position. First volunteer later declined. No other homeowners have come forward to apply. May have to temporarily appoint interim Director. Dave Syrcle will talk to neighbors to see if anyone is interested in applying for the position. Will "spread the word" that we're looking for candidates via the newsletter as well.</p>	
		<p>Foreclosure Policy: Bob Harris provided a copy of the final foreclosure procedures to the Committee as a matter of record. They will be posted on the website and also noted in the newsletter.</p>	
8	<p>New Business</p>	<p>HOA Loss Coverage (Personal Homeowner Coverage): Bill Martin reported on proposed cost to extend liability coverage for the Association and for volunteer Directors, the purpose of which is to provide additional protection from being personally named in a suit against the Association. Dave Syrcle shared information related to personal additional insurance protection against possible Association loss assessment, noting the cost was relatively "cheap" - the first \$5K additional protection is only additional 50¢/mo. So for \$25K added protection, it's about \$7/year more. Coverage information will be shared with homeowners in the newsletter.</p> <p>The Association's recent insurance policy review resulted in decision to seek increased coverage up to \$4M and now also includes replacement costs for gates and mail box systems. . Next insurance renewal is in July.</p> <p>Financial Control Procedures: Bob Harris drafted an expenditure control policy related to out of pocket Director expenses.</p>	<p>Bill Martin moved for permission to change insurance agents of record to Safeco. Bob Harris agreed. There were no objections.</p>
		<p>Parking of Inoperable Vehicles: Bob Harris reported current CCR does not specifically cover this type of vehicle. He will rewrite current CCR to include this language and send proposed language to Directors for their review/comment.</p>	<p>The Committee reviewed the policy and agreed with it's guidelines.</p>
9	<p>Exec Session</p>	<p>The Committee held an executive session to discuss pending litigation, attorney communications and certain homeowner CC&R complaints/violations/overdue accounts/5th Addition legal matters.</p>	

ADJOURNMENT

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


 Claudia Hersey, Secretary

Respectfully submitted by:

 Bob Harris, President