Meeting of the Board of Directors Minutes

Date: March 8, 2018
Time: 7:00 pm
Location: Cascades Library

Board Members Present
Beth Baker
Steve Honard
Colleen Kerrigan
Lea Nigon
Orest Swystun
Abul Tareque
Debbie Voloshin

Orest Swystun, President, called the meeting to order at 7:07 pm. The presence of a quorum was established.

Approval of Agenda: A motion to approve the agenda was seconded and passed.

Approval of Minutes: A motion to approve the February 8, 2018 Board of Directors Meeting Minutes was seconded and passed.

Officer Reports:
- President (Orest Swystun): No report.
- Vice President (Paul Southwick): Not present. No report.
- Secretary (Beth Baker): Colleen Kerrigan volunteered to make room reservations for the May board meeting.
- Treasurer (Debbie Voloshin):
  - Financial Update: Treasurer distributed a financial report. Total balance was $98,317.97.
  - Annual Dues: Second notices were sent to the 27 homeowners who have yet to pay dues.
  - Reimbursement Requests: A motion was made, seconded, and passed to approve the following reimbursements: $50.00 to Debbie Voloshin, Treasurer, for postage stamps for dues letter mailings, and $20.53 to Lea Nigon for office supplies associated with violation letter mailings.

Members’ Open Forum: The board conducted an open forum for members of the community.

Committee Reports:
- Social Activities (Chair: Zeleste Henry):
  - Neighborhood Yard Sale: The board agreed upon May 19th, from 8:00 am to 12:00 pm as the announced hours. Steve Honard will ask Zeleste Henry to post a notice on craigslist, and Orest Swystun will notify neighboring community boards should they want to participate.
• **Common Grounds (Chair: Steve Honard):**
  o Spring Cleanup: April 14th was chosen by the board for this activity.
  o A motion was made, seconded, and passed to approve the expenditure of $500 for removal of a tree in common grounds which is leaning dangerously towards a homeowner’s property.

• **Architectural Review (Chair: Lea Nigon):**
  o ARC applications: Application 18-04 was presented and approved.
  o Violations: The board went into executive session at 7:18 pm to discuss outstanding violations and returned to regular session at 7:32 pm. A motion was made, seconded, and passed to approve the Hearing Results Letter format.

• **Newsletter:**
  o Lea Nigon presented a draft of the March issue which, among other articles, will announce the Spring Cleanup and Neighborhood Yard Sale.
  o Orest Swystun will redact personal information contained in newsletters previously posted on the website.

**Unfinished Business:**
• **Asset Assessment Report:** Lea Nigon will fix dates within the next couple of weeks with two paving companies for cost estimates of path replacement.
• **Directory:** Colleen Kerrigan presented a draft of a letter announcing formation of a new neighborhood directory. The letter will be included in the March newsletter mailing.
• **Solar panels policy:** Lea Nigon presented a sample policy. No further action was taken.

**New Business:** None

A motion to adjourn the meeting at 8:54 was seconded and approved.

Respectfully submitted,
Beth Baker, Secretary

Next scheduled meeting: April 12, 2018, 7:00 pm, at Cascades Library Group Study Room