

**May Creek Board of Directors Open Meeting**

**9/16/2020**

**Agenda**

Meeting Call to Order at – 7:03 PM

Roll Call: Bill Ritchie, Ellen Rowley, Sharon Valentine, Susan Taylor, Cari Hozjan, Tammy Reeves  
Becky Mach, Property Manager

Approve BOD Open meeting minutes for August  
Approve BOD Open meeting agenda for September

Reports : Questions asked of Becky; Annual report notice for Secretary of State. She is aware and is taking care of this. Get board a copy of business contract and business license of ASG bookkeeping. Business license is in State of Washington. 1099 for Becky's services to May Creek Club. Addresses for transfer fees already included on ASG bookkeeping invoices.  
President: MSA; All reviewed and accounted for

MSA Reviews from last meeting:

MSA: to pay community bills totaling \$1577.31

MSA: to pay reimbursements totaling \$207.07 Confirming all checks delivered

MSA: Morse Tractor Service rock placement

Other MSA's: MSA: Motion to allow Morse Tractor Service to proceed with rock placement at bridge for the bid amount of \$615.85. Outstanding credit to be deducted from the bid amount.

MSA: Motion to have SVA Schlegel Valley Construction to repair the broken guard rail on the bridge. Cost not to exceed \$2750.00 unless approved by the Board. Additional costs must be pre-approved by the Board

Vice President: No Report

Old Business: Update signer account at Bank America. Move funds from General account to an investment account at EJones. Set up snow plow contract. Truck accident insurance claim follow up. Bid from landscaper to clear chain link lines at upper park

Treasurer:

MSA: Motion to pay community bills: PUD \$389.34 Plants Landscaping \$206.34  
ASG \$400 and 4 transfer fees \$500 ASG Certified letter \$10 PO Box annual fee \$76  
MDCC \$132.91 June newsletter. Totaling \$1714.59

MSA: Motion to pay reimbursements: Susan \$25.56 office supply & mileage Totaling \$25.56

Checks will need signatures within 24 hours, before Susan leaves. We received a notice of foreclosure on property at 41321 Goldbar Blvd.

Accounts balances:

General	\$52,654.51	E Jones	\$39,507.69
Bridge	\$12,000.44		\$41,443.61
Paving	\$12,970.35		
Business Fundamentals (Pay Pal)	\$2,444.48		
Business Investment Account	\$36,156.90		

Secretary: I am working on information packets for all board members which includes by laws, description of officer's duties, and property managers duties performed for May Creek Club.

Property Manager: Transfers are continuing as homes are being sold, lots of activities. Received email from homeowner adjacent to upper park in regards to removing a dangerous tree. Want to reduce cost by leaving tree and branches on site. Follow up on compensation of damage to bridge from last year. Voicemail full, no one to talk to in person. Have to send a letter with invoice for damages. Bill suggested getting insurance company involved to help in collecting compensation.

Committees:

Roads: There is a need for a specific set of protocols of how we are going to handle tows. Cars towed from a residence could be billed back to homeowner. Bill to check on getting snow plow contract.

Parks: Parks look good. Landscaper has cleared fence line of blackberries and fallen tree at upper park.

Violations: Received complaint of loud music from location on Upper Creek Road.

MSA: Send a warning letter regarding noise complaint.

Open Forum / New Business: Discussion to set up a petty cash fund. Petty cash is restricted in our By-Laws. Homeowner adjacent to upper park wants to remove a large tree and leave the tree and debris on site. Branches left behind will present a fire danger.

Motion: Adjourn the open session meeting at 8:00PM  
Submitted by: Sharon Valentine