

## May Creek Board of Directors Open Meeting

5/18/2022

### Meeting Notes

Meeting Call to Order at – 7:08

Roll Call: Susan, Bill, Ellen, Austin, Tammy

Approve BOD Open meeting minutes for April - Approved

Approve BOD Open meeting agenda May - Approved

President:

MSA Reviews from April:

MSA to pay community bills totaling \$484.76 Confirming all checks delivered

MSA to reimburse \$91.24 to Sharon for office supplies

MSA to reimburse \$39.05 to Susan for copy paper

MSA to stop payment of outstanding check

MSA to refund \$178 to property owner

MSA to renew Quick books

MSA to send fine to owner on Larson Place

MSA to send fines to all owners after warning letter sent and to repeat fines until owner responds to road violation.

Concern from neighbor, a homeowner is physically threatening people who walk past their property. Police have been notified, but they won't do anything. Lives by the upper park on Goldbar Blvd. We should notify the owner that we are aware that he has been making threats to shoot people, their dogs, their kids if they walk by.

There are two police reports, we should get copies. They're from different people.

Vice President:

No community vote needed to buy I bonds, they are a great deal and considered collateral so we can borrow against them.

Make a motion to buy 10k worth of I bonds. Approved.

Website has been updated to be hosted on Google Firebase. This should be free unless we get extraordinary amounts of traffic.

Old Business:

Pothole business is out of business. Other businesses are booked. Call to action to identify

potholes, sent Bill addresses of potholes so we can get them fixed.  
Bridge investigation is still underway, nobody wants to work on it.  
Easement or eminent domain are other options, need an attorney for these.

Treasurer's Report:

PUD 219.24, iPage 16.24 (reimbursement to Becky), National Barricade 101.37, Garret  
Insurance liability for board members \$1,715 (annual premium).

Motion to pay 2051.96. Approved

What is board liability insurance? E&O insurance (errors and omissions)

Finance Committee requests a copy of invoices for bills.

Zelle auto payment to Consumer Cellular \$27.04

QuickBooks online doesn't work because it's designed for non-profits who take donations.  
We're back to the desktop version. Costs 381.84 for a year of desktop QuickBooks with online  
backup.

Sharon bought some crates for filing and needs \$16.13 reimbursement. Motion to reimburse.  
Approved.

Accounts balances:

General \$57,604.10

Bridge \$16,591.15

Paving \$17,970.35

Business Fundamentals (Zelle) \$500.00

Business Investment Account \$36,162.97

EJones: Paving \$46,582.55

Bridge \$44,761.82

5/11/22 moved \$1,378.37 into general account from Zelle leaving a \$500 balance.

Where did this surplus come from? Community dues.

Moved \$101.37 from bridge to general account to cover the invoice from National barricade

Three transfers: 41617 Nelson Place. 41628 Mt View Place East. 41526 Goldbar Blvd.

Two pending transfers.

Can we set up a regular date to furnish the finance committee with the necessary documents.

Yes, will be furnished at least by the 15<sup>th</sup> of each month.

Motion to add Holly Dixon to the finance committee. Approved

We had 2 angry residents that have contacted me in regard to not having their 2021 payments applied to their account and on my side of the books they were received and deposited. This happened last year the payments were not applied to owners accounts. Susan is sorting this out. Be sure to ask for help if you need it! Holly Dixon has experience here and Austin is also willing to lend a hand.

#### Secretaries report:

I have re-organized our files/papers into a better system out of the notebooks they were in, into individual folders/files by the subject matter. Have organized and reviewed all liens that have been filed and cleared. Am researching all return mail through county records to seek out current mailing addresses. Posted on face book pages requesting current mailing information from owners.

#### Committees

Roads: Make a list of locations where the road needs repairs of potholes.

Parks: As to the parks it has been my observation that trash continues to be a problem. Bill has picked up the trash frequently. We do not currently have anyone assigned to do this from the board or from the community. This may seem a minor issue but I had volunteered in the parks for 10 years and it is not a good image to have trash spilling over onto the ground. Also invites critters to pick through the garbage. I hope this will be a topic of discussion and a solution is agreed upon.

Finance: Has been requesting bank statements and reconciled reports for the last 3 months and continues not to receive them. It states in the bylaws a reconciled report will be prepared each month and transmitted to the finance committee. The finance committee will present reconciled reports at the next meeting. We recommend this violate of the bylaws be fixed immediately.

We noticed on the recent billing that a 3% late fee is being applied, however the bylaws indicate that a \$1 late fee should be charged per month. We can't make changes to these bylaws without a vote of the entire community.

A debit card has recently been issued but this goes against the intent of the bylaws. The bylaws require two signatures per check. If the bylaws need to be updated we must hold a vote. The debit card should also not be in the hands of the treasurer, it should be in the hands of the check signers. We recommend the debit card be removed.

Zelle needs to reflect accurate information. It should be documented as paying May Creek Club. Zelle was set up after the departure of the board assistant and should not be affiliated with her at all, and her name should not appear on the account.

The finance committee supports investment in I bonds.

Violations:

No new road violations files this month. We are getting positive responses to warning letters and fines sent to owners with road violations.

Currenting the owner on Larson Place who has had a warning letter and a \$250 fine and is non-compliant. Can someone take a photo of this issue? 15718 Larson, a school bus.

The road violation on Goldbar Blvd has had warnings and fines sent and now will have car towed off of easement. Bill told them it will be towed, they said ok. Austin will get this car towed.

Owner on Goldbar Drive has not moved vehicle off easement license C50411M after warning letter was mailed.

Has the house on Goldbar Dr been fined? A warning letter was sent. MSA to assess the fine. We need a photo to go along with this. Tammy will email this. Approved

Last month we approved this MSA (below) and going forward unless we change our policy it will be the guideline we use for road violations.

April 2022. MSA to send fines to property owners of road violations after warning letter and repeat fines to owners that have not responded to request to fix violation. Add they have 30 days until their vehicle will be towed to remove them from easement.

Complaint. Warning letter. 30 days. 250 fine. 30 days. 500 fine. 30 days. Towed. Austin to put this into the rules.

Other complaints from previous meetings. White van on Goldbar Blvd. Black truck on Goldbar Dr. Emails sent by Sharon on 4/17.

Open Forum / New Business:

Holly Dixon requested an audit of the community funds 4 or 5 months ago, but did not receive the documents. She is legally entitled to see the finances from the past 5 years.

Susan: All of the community's bills are recorded in the minutes and those are available on the website.

Holly also has a question about a credit card. Was this approved? Yes, but it's a debit card. Ok, as long as it isn't a credit card it's fine.

Motion: Adjourn the open session meeting at 8:57

Submitted by: Austin Orion

Summary of new motions:

MSA to purchase \$10,000 of I bonds using funds from the business investment account.

MSA to pay community bills totaling \$2051.96.

MSA to reimburse Sharon for \$16.13 for crates to store board documents.

MSA to add Holly Dixon to the finance committee.

MSA to assess the fine of \$250 on 15828 Goldbar Dr. Tammy to provide a photo to attach to the fine.