## Attendance

|  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|

|  |  |  |  |  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- | --- | --- | --- | --- |
|  | Attendee | Role |  |  | Calena Willmes | Lot 9 |  |  | Attendee | Role |
| x | Jim Cole | President |  |  | Kaitlyn Cole | Lot 10 |  |  | Jeff Damschen | Lot 19 |
| x | Samantha Perry | Vice President |  |  | Jennifer Dilworth | Lot 11 |  |  | Lacey Patterson | Lot 20 |
| x | Amberlee Dappollonio | Secretary |  |  | Heather Taylor | Lot 12 |  |   | Richard Vinyard | Lot 21 |
|  | Josh Snedegar | Treasure |  |  | Virginia Barnhill | Lot 13 |  |   | Tammie Jo Ostrom | Lot 22 |
|   | Jessica Johnson | Registered Agent |  |  | Alex Newhard | Lot 14 |  |   | Ted Francis | Lot 23 |
|  | Michael L. Paquette | Lot 1 |  |  | Debbie Holt | Lot 15 |  |  | Sara Andrews | Lot 24 |
|  | Kyle William Poss | Lot 4 |  |  | Stephanie Gibler | Lot 16 |  |  | Ronald Gibbs | Lot 25 |
|  | Elizabeth Strandberg | Lot 5 |  |  | Heather Brown | Lot 17 |  |  |  | Lot 26 |
|  | Sara Jacques | Lot 7 |  |  | Lisa Bautista | Lot 18 |  |   |  |  |
|  |

 |  |

## Minutes

|  |  |
| --- | --- |
| Subject | Details |
| Icebreaker |  |
| Architectural committee | * Architectural committee will stay within the board to keep it simple.
 |
| Bank account | * Bank account is established on Friday
* At Kitsap Credit Union
* Have tax id number
* Amberlee will get signatures on meeting notes on 02/13/20
 |
| Signature Authority | * Signature Authority 2 signatures will be needed from 2 officers. Options are President, Vice President, Treasure or Secretary.
* Registered agent should never be signing for authority as they have access to bank records.
* Maintenance vendor information
 |
| Mail Box | * Get key for mailbox for from Joe
* OR open PO BOX
 |
| Board meeting times | * Have board meetings 3 times a year beginning of the year in February and another for agenda planning and one meeting for yearly community.
* Meetings will be held on third Wednesday’s month at 7:30 pm unless otherwise noted
* March 18th next meeting 7:30 pm
 |
| Complaint Process | * Complaint processes may be forwarded to the hoa email schoolhousepl@gmail.com by writing only.
* No phone calls should be made to any board members unless urgent
* If you have any ideas for agenda please submit to email.
 |
| Meeting Minutes | * Meeting minutes will be held on website as well as in a binder kept with President.
 |
|  Taxes | * Find a CPA and discuss what is needed from us. (Josh or Jim)
 |
| Dues | * Send out assessments for dues to everyone by mail and email
* If someone cannot afford dues, we may have a “Work It Off Program”
 |
| HOA Website | * The website will be launched soon after I have bank account information
* Meeting notes and all Templates will be on Website
 |
| Parking on Sidewalk | * Its not safe for anyone to walk in the middle of the street.
* No parking on sidewalk at all.
 |
|  |  |
|  |  |
|  |  |
|  |   |
|  |  |
|  |  |
| Committees |  |
| OSATA |  |

## New Parking Lot Items

|  |  |
| --- | --- |
| Subject | Details |
| Next Unit Meeting | * CC & R changes
* Currently votes are 51% percent majority
* Discuss changing it to a 70 % 2/3 majority
* Talk about unleashed dogs and poop in people’s yards
* Create a timeline to get back to people on concerns
* Establish a written warning with so many days allotted to fix issue and then fine?
* Parking on side walks
* Broken down vehicles
 |