



## Overlook at Qualchan HOA - Board of Directors Agenda

### Minutes

02/23/2023 3:00pm

Via WEB Properties Zoom:

<https://us02web.zoom.us/j/83611385260?pwd=c3R2dFdRS1RFamRzbn4xdTU1Y012UT09>

A. Welcome and Introductions

- a. Board Members: *Liz Legg, Mike Bafigo, Joe Vallorano*
- b. WEB Properties: *Bill Butler, Holly Waggoner, Lauri Liptac*
- c. Homeowners:

Board Quorum Established (*3 required*)

B. Reports of Officers

- a. President's Report –

C. Reports of Committees

- a. ARC/Grounds -

- b. Financial

- i. Receivables -

*The delinquencies at the following properties were discussed:*

**619 Bolan/ Brad & Kona Stanley:**

*Current outstanding balance is \$4,958.64, sporadic payments received in 2022 and 2023, however the balance continues to increase year-over-year. The Board agreed that WEB will attempt to make one more contact with the Stanley's to offer an 18-month payment plan that will have a clause stating - upon a single late payment, the balance will be due immediately in-full and the 18-month payment plan will terminate and sent to attorney for collection. WEB will update the lien to the new form.*

**5120 S. Menaul Ct/ Roy (Klaus) Kindor:**

*Current outstanding balance is \$4,518.29. The Board agreed unanimously for the Attorney to send a Notice to be delivered to Klaus immediately.*

**5208 S. Jordan/ Michael & Lucinda Brown:**

*Current outstanding balance is \$15,386.50. The Board agreed unanimously for the Attorney to send a Notice to be delivered to the Brown's immediately.*

*Bill stated that the notices would be drafted and delivered by Foster Garvey Law Firm.*



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- ii. 501 W Willapa Encroachment Issue – *Bill stated that Attorney David Eash had agreed in September 2022 to write a letter to be delivered to Pete, although Bill did not believe the letter had been delivered because there was not an agreement/response from the Board to have the letter delivered. Everyone on the Board was under the impression that the letter had been delivered. Bill stated that he would have Eash send the letter.*
  
- D. Election of Board Members, update - *there is vacancy on the Board in which Liz has nominated Marianne Muzio to the position. The Board agreed unanimously to bring Marianne on to the Board (Mike motioned to add Marianne; Joe seconded; and Liz voted in favor). Bill stated that WEB would reach out to Marianne with a congratulation's call/email with further information for her as she accepts the position. Joe also stated that his wife Kim would happily accept a position on the Board if it was needed.*
  
- E. Unfinished Business
  - a. Landscaping -
    - i. Hillside Maintenance by Homeowners. Will pick up in the Spring.
  
  - b. Block Party –
    - i. Will pick up in the Spring - *Mike stated that the Block Party will be discussed during the March '23 meeting.*
  
  - c. Upper Bolan Truck Camper on street update. *No longer an issue as the resident complied.*
  
- F. New Business
  - 1. 2023 Budget Draft – *Bill stated that an Annual Meeting needs to be scheduled to ratify the 2023 Budget. He will send out a draft agenda for the Annual Meeting in the next couple of weeks for the Board to review and approve. Possible dates for the meeting will also be sent for the Board to choose what works best.*
  
  - 2. Reserve needs? - *The Board granted additional time for Bill to review the Reserve Fund Audit to determine how much is needed. Bill will be reporting on the Reserve needs during a future meeting.*
  
  - 3. Speed limit signs available on Amazon - *Joe will send the sign locations for Jordan and Willapa signs. The signs will be placed on the existing 'no parking' signposts. WEB will order the signs once Joe provides the locations and count.*
  
  - 4. Foster Garvey Engagement was signed and returned. Bill met with Bill Lenz regarding delinquencies.
  
  - 5. *Rendall Remodeling (Trevor Rendall) at 5108 S. Jordan Lane has filed Chapter 7 bankruptcy. Bill has spoken with David Eash and he will watch this proceeding even though we are not owed anything. No dues are effective until Certificate of Occupancy.*



6. *Approval of the January and February meeting minutes will be on the March agenda.*

G. Adjournment at 2:56 p.m.