

**MEADOWWOOD HOA Minutes**  
**September 16, 2009 at 7:00 pm**  
**Location: Liberty Lake City Hall**

Colette called the meeting to order at 7:04 pm.

**Attendees:** Colette Seubert, Karl Patchin, John Mellick and Scott Kingsford  
(Scott attended meeting for 35 minutes)

Eric Busch, Jon Seubert

**Absent:** Gary Manthey, Sue Schneidmiller, Bruce Bell, Don Andrews

**Approval of Minutes:**

August minutes were distributed and approved by email.

**Budget Review:**

18 liens have been filed this past month; 47 homeowners owe over \$84; 80 homeowners owe less than \$84.

**Introduction of Guests**

Jesse Starr – interested in open board position

Ray Baesler from Rocky Hill – weeds and thistles in vacant lots

**GUEST COMMENTS – limited to 3 minutes**

Greenstone has been unresponsive to Ray's request to take care of weeds in vacant lots in Rocky Hill. Eric Busch will investigate rules and regulations regarding lots under development. Board recommends homeowner contact county regarding noxious weeds as well.

**Old Business**

**Parks update:**

Sue– Little Bear – No problems to report.

Gary & Bruce – Five Fingers – No problems to report.

Scott – Pumphouse Park – No problems to report.

**Fence Painting along Country Vista – touch up was done by Shanks:**

Touch up work is completed under warranty.

**Wolfe Penn home – Yard Maintenance:**

Owner declined our offer to waive fees and install grass. Home is in foreclosure process. Fines are continuing to accrue and a lien will be filed soon

**Invoices from Rockwood to homeowners regarding fence repair last October:**

Some homeowners never paid, others paid and payment was credited to their account and other discrepancies identified. Colette has met with Greenstone and reviewed their records and then met with Eric. Letters will go out to the affected homeowners.

**Open Board Position:**

Jesse Star has an interest in this position. He lives in Rocky Hill development. Open position expires at the end of 2011. John Mellick made a motion that we bring Jesse Star into the open position (position #8). Scott made a second to the motion. Motion passed by all members present and Sue and Gary via proxy votes.

**New Business**

**John Mellick – yard maintenance problems:**

John is disappointed in mowing crews working for City and HOA. Lawns getting long, then cut and mulched creating excess clumps of grass that is unsightly. Large mowers are blowing clippings without regard as to where the grass goes. Clipping are ending up in drains, gutters, flowerbeds, etc. Eric will discuss concerns with Dan Mattison, the contract mowing company. John will approach city regarding their areas.

**Letter from Greenstone regarding participation in the ARC:**

This item will be tabled until other board members are present.

**Revisions to the Rules & Regs and Bylaws – pass a resolution for changes previously discussed:**

These changes were discussed at the end of last year. At that time it was decided to wait until the new management company was hired and to let them comment on the proposed changes. The following changes were proposed to the Bylaws and Rules and Regs.

Amendments to Bylaws:

Collection Policy

- Change payment due dates from 60 days to 30 days for consistency in management company accounting.
- Townhomes would be changed from monthly to quarterly billing for consistency with the rest of the association.
- Cottage homes will be added into the sub-associations.
- Unpaid assessments will be charged an interest rate of 12% rather than 15%
- Late fee will be spelled out for clarification (\$10 late fee + \$15 Administration fee).
- Clarification to section 5 regarding lien fee of \$125. Home-owners will be responsible for the fee of \$125 in addition to all costs incurred in obtaining and satisfying a lien.
- Adding paragraph stating the following: Upon the sale of any lot within the MeadowWood neighborhood, the new property owner will be directed to an electronic copy of all CC&R documents and Rules and Regulations via the HOA website. A transfer fee of \$100 will be assessed upon the sale of any home in MeadowWood. It is the responsibility of the Owner to advise the Association Manager of any address changes &/or tenant information for billing purposes. The owner will be responsible for all late fees and interest due to non-payment or lack of notification to Association of change of address. The

association can be notified by email via the “contact” button on the website at [www.meadowwoodhoa.com](http://www.meadowwoodhoa.com).

- Sending out final notice of violation letter via certified mail.
- Disputing fines from 14 days to 7 days and language added in this paragraph regarding the hearing process. These changes were made for to match with the rules and regulations

Article II section 5: Annual meeting will be changed from August to November.

Article III section 1: Changing board membership from 15 to 9. Term will be changed from 2 years to 3 years.

#### Rules and Regulations

- Section 1, #5: ...implemented 30 days after published notification...
- Section 4, #1: Change to match with revisions in the bylaws regarding due dates for assessments etc..
- Section 4, #2: change 15% to 12%
- Section 4, #3: Late fee is \$25 (\$10 late fee + \$15 administration fee)
- Return check charge changed from \$50 to \$40.
- Section 4, #5: Language will be changed to reflect changes in the bylaws regarding the fee of \$125 for filing a lien.
- Section 4, #5: take out phone number for Rockwood and insert web address

- Section 6: delete language regarding sending a violation correction notice. Add language regarding certified mail for final notice of violation letters.

Karl made a motion to adopt the proposed changes as a resolution. John made a second to the motion. Motion approved by all members present and Scott, Sue and Gary via proxy votes.

**Discuss preparation for Annual meeting:**

Do we need to form a nomination committee to help recruit new members? We have 3 positions open at the end of the year that will need to be filled and voted upon at the annual meeting in November. Term for Colette, Sue and Gary will expire at the end of this year. Colette pointed out that per the bylaws we must always have at least one board member from each class of membership meaning we must always maintain one person on the board from the Cottages, Meadows, and Garden Ridge to fulfill the Bylaws requirements and Articles of Incorporation.

**Habitual Violators:**

Gary would like us to consider treating habitual violators more harshly. Gary proposes that we no longer send a notice of fine letter but that we proceed immediately with a fine. Colette would like to table the discussion until next month. All members present agreed.

Meeting adjourned at 8:15 pm.

Respectfully submitted by Jon Seubert