

# Regular, Monthly Meeting of the Board of Directors Wolf Creek Property Owners Association

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August 11, 2016 at home of Dick & Gail Nova, 32 Park Lane

Called to order at 7:09 PM by President, Paul Smith, presiding.

Attending:

Board of Directors: Paul Smith, Bill Bley, Dick Nova, Bob Rhode, Mark Ryan.

Water System & Property Manager: Pete Soderquist.

## Secretary Report:

1. Minutes of the July Board Meeting were approved as circulated and corrected.
2. Dick Nova reported on Secretary transition discussions with Bob Wilson. Dick will follow-up with Paul regarding mailing lists for those members requesting USPS vs email correspondence.

## Treasurer Report:

1. Financial reports were circulated prior to meeting. There were no questions.
2. Bill Bley has transitioned with Debra Hofmann regarding Treasurer duties.
3. Accounting services will be conducted by Debra Hofmann working for Bradshaw J Bart CPA. Services will include:
  - a. Assembly of financial reports.
  - b. Preparation and mailing of checks for WCPOA billed invoices. It was moved and passed that Bradshaw would also sign the checks.
    - i. Bill will gather invoices from mail.
    - ii. Paul will monitor email regarding invoices.
    - iii. Bill will review monthly bank statements.
  - c. Archiving of historical records.

## President's Report:

1. Water System & Property Manager replacement:
  - a. One of the initial candidates is leaving the Methow for an extended time and the other declined the position.
  - b. Another member has expressed interest but has some concerns regarding the commitment. Both Paul and Pete have talked with him.
    - i. Pete conveyed willingness to job share and adapt primary/secondary responsibilities.
    - ii. The candidate will review the position documents and respond.
2. Firewise Committee:
  - a. Paul has talked with both Jan Erickson and Dotti Wilson and sent them information. Dotti will be chair of the committee. Jan will consider co-chair.
  - b. Pete reported that he had talked with Kirsten Cook, Firewise Program Coordinator and that the District will be meeting in October to review grant proposals.

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### **Web Site Development:**

1. Mark demoed the new web site he has created. Review by the board is requested. Target is to go live in two weeks.
2. Mark will be meeting with methownet this week regarding transition to the new web site.
  - a. We currently pay \$290/year and the new site will cost \$10/month with no new posting costs.
3. Payment is due soon in order to maintain the existing domain name.
4. A bank credit card may be needed for the new website registration.

### **Architectural Committee:**

1. Tree removal on the Tarczy-Hornoch property in Cottonwood Meadows was approved.
2. Bob Rhode met with Bill Bley regarding transition of committee chair responsibilities.
3. Jim Asa has completed repainting of his home. The resultant colors were not as anticipated per the samples but Jim had contacted Bill for approval. Jim will have no association maintenance fees for next year per agreement.
4. Steve Krause has modified his plans to use wood painted-like-metal versus rusted metal for siding. Bill informed Steve that he would need to go back to the committee for approval.

### **Water System & Property Manager Report:**

1. Invoices from Cascade and Palm may have duplicated the charge for the recently installed water vault. Bill will review.
2. Pete requested a review of the contact method for water system outages.
  - a. The phone tree system has not been convenient and email notices have not been efficient and timely.
  - b. Bill proposed an association cell phone for the Water System Manager that could be programed with an Association text group.
  - c. Mark will check with OCEC to determine how they send messages.
  - d. Paul will look into group cell phone texting application alternatives.
3. Hazard tree limb removal on Sundance Lane was approved at \$400. A work party will be convened to gather the limbs for chipping in the fall.
4. There are some dead trees below the county road to Virginia Hills and homeowners will be notified.
5. Water system sampling kits will be prepared this month.

### **Old Business:**

1. Paul distributed a New Owner Welcome Kit proposal.
  - a. Contents were discussed and Paul will create an outline.
  - b. Once complete, the kit will be included on the new website.
2. Discharge of firearms in the Association:
  - a. The use of firearms in the Association was again discussed, including hunting, varmint control and target practice.

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- i. All board members agreed that target practice should not be allowed.
- ii. Bill volunteered to draft a letter to the members that outlines the restriction of target shooting on Association properties, including a subsequent CC&R recommendation with associated fines if necessary.

### **Good of the Order:**

1. Paul suggested that only planned board meeting times should be posted on the website along with instructions to contact the board for time and location prior to attendance. The board agreed.
2. Paul proposed development of a walking path and picnic area on the association park property adjacent to Wolf Creek. It was agreed that this could be a member work party project.

Adjourned at 8:47 PM.

Next meeting at Mark Ryan's home, 49 Cottonwood Drive, September 12<sup>th</sup> at 7 PM.

Respectfully submitted,  
Dick Nova, Secretary