

RIDGECREST HOMEOWNERS ASSOCIATION



SPECIAL BOARD MEETING MINUTES for April 8, 2010

PRESIDENT Bernice Maxfield brought SPECIAL BOARD MEETING to ORDER at 6:00pm

A. Board members present were:

Bernice Maxfield, President
Dennis Hill, Vice President
Mark Johnston, Secretary
Alvin Aosved, Treasurer
Jim Shirk, Board Member, ACC Chairman
Bob Blue, Board Member
Diana Hill, Board Member
David May, Board Member, ACC Member
Constance Shirk, Board Member (ABSENT)

B. OFFICER REPORTS

Minutes of previous Board Meeting:

Mark Johnston read minutes of the February 2010 Board Meeting and were approved with one amendment changing the financial report date from 2010 to read 2009 as recommended by the secretary.

President:

1. Announcements

- a. The RHA that is run by volunteers is also a registered non-profit organization and is in fact a small business.
- b. We are working on a newsletter that will come out in the summer. Discussion followed about having more than one newsletter per year in order to have more and better communication with residents. Board members enthusiastically support this revitalized program.
- c. Diana Hill gave a sample welcome basket she made up to Bernice since she was the most recent arrival at Ridgecrest.
 - i. Diana Hill and others are working on a "welcome package" for new residents.
 - ii. Discussion followed and Dave May suggested telephone numbers for area schools.

2. President lead with the following agenda of association business

- a. **ELECTION of NEW SECRETARY:** First order of business is to accept the resignation of Mark Johnston as RHA Secretary and accept the nomination of Diana Hill as the new secretary. Mark Johnston announced he was stepping down as secretary as he only agreed to hold this position after being president for a couple of years until the board could find another nominee. So Diana Hill was nominated for secretary and was immediately voted in by all present. The board thanked Mark for his hard and continuing work. Mark stated he was still a member of the board.
- b. **LIABILITY INSURANCE:** Any board member receiving a complaint or notice from one of the members regarding a tree or foliage threatening their property must report this immediately to the President or Architectural Control Committee Chairman. Additionally any damage to property will result in an immediate Board of Directors meeting before proceeding with any claim action. The Board of Directors is the final authority for filing insurance claims.
- c. **BOARD OF DIRECTORS AUTHORITY:** Spending will be kept to a minimum with \$100 annual limit set aside for administrative use. Expenditures above this amount will require full board approval.
 - i. Alvin Aosved passed out budget report. Members agreed it was a good first step to itemize our budget expenses and income.
 - ii. Agreements with outside commercial businesses will only be authorized by and contracted by the board of directors.

3. BOARD OF DIRECTORS LIEN SIGNATOIRES LISTING.

- a. Bernice has a letter authorizing the officers of the board to represent the Association in all efforts to place, or vacate, liens. This helps share the responsibilities. The document will be sent to the accountant and the attorney.

- b. The president also announced that lot 16 had on lien paid and the second one will be paid we will sign the papers to vacate the liens.
- 4. **LOT/HOME TRANSFER FEE:** Bernice explained to the Board, that most homeowners associations collect a small fee when homes are bought and sold. This fee covers the efforts required by the Board to supply information on the status of assessment collections and covenant violations (if any exist), so that any issues in those areas can be cleared at the time of transfer. She suggested that \$25.00 be the RHA transfer fee for all future transactions.
 - a. Dennis Hill motioned that the fee be incorporated; Bob Blue seconded.
 - b. The Board voted unanimously to approve.
- 5. **ELETRONIC BOARD MEETINGS:** It maybe necessary from time to time to have an up/down vote on replacing an officer by conducting a meeting via email which should happen within 24-hours. This type of meeting allows more flexibility.
- 6. **GREENBELT: ARTICLE VI SECTION 15 NO CLEAR ZONE:** Jim Shirk pointed out that Article VI of our covenants is in agreement with the counties rules about the association's obligation to maintain the greenbelt integrity. A suggestion was made that this information be included in the next newsletter so that all residents are aware. The Board agreed. Another suggestion was made to inform adjoining neighborhoods that the greenbelt falls under county mandates and that trespassing is prohibited. Bernice said she would make up a letter to send to the neighboring streets of Lorsten to the west and Pelican to the west regarding the efforts the RHA is making in keeping trespassers out of our greenbelt. She will email to everyone before she sends it out for others inputs. Information will also be included in our newsletter.
- 7. **ARCHITECTURAL: ARTICILE V of COVENANTS:** Jim Shirk lead a discussion of understanding and conduct a survey and vote from the board on supporting the architectural responsibility for the conduct of business of the ACC and specifically for approval of permanent landscaping such as; rockery, paving driveways, etc. Construction of walls and permanent rock walkways is much different from creating gardens and planting foliage. Specifically, Lot 2 has had construction of walls that need to be addressed with ACC request. A simple form that is required to be in compliance with Article V of the covenants. All agreed that the covenants should be enforced. Bernice Maxfield and Dave May both volunteered to talk to the homeowner to cooperate with this covenant requirement.
- 8. **President asks for other business.**
 - a. **OLD BUSINESS.** The board met with Scott Logan, Director of Transportation of the South Kitsap School District to reach an understanding of not dropping off a SKSD student to cut through the RHA greenbelt and detention pond to reach his home on Lorsten Street west of our plat. The RHA board is concerned over our liability while this child is trespassing through this area. Mr. Logan agreed that the child would be picked up by a vehicle or would be taken back to school thus eliminating this dangerous trespass.
 - b. **NEW BUSINESS.** Dennis Hill commented that there was some type of man-made debris in the retention pond area -- something resembling an orange slide or sled. He asked if anyone knew about it, no one did. Any non-natural (excludes fallen trees, etc.) debris in the greenbelt may be removed by Board members when discovered.

C. MEETING ADJOURNED at 7:40 pm.

Sign _____ date
 President

Sign _____ date
 Secretary