



RIDGECREST HOMEOWNER'S ASSOCIATION

8760 DEERIDGE PLACE SE, PORT ORCHARD, WA 98367-9518

In reply:

Refer To:

CS:140218BoardMtgMinutes

February 18, 2014

Board Meeting Minutes - February 18, 2014

1. **BOARD MEETING CONVENED:** President Bernice Maxfield brought the Board Meeting to order at 8:00 p.m. A sign-in sheet was passed around, and RHA members present were Bernice Maxfield, President; Al Aosved, Treasurer; Jim Shirk, ACC Chairman and Board Member; Dave Ulrich, ACC Committeeman and Board Member; Joy Swatek, Board Member; Doug McNeill, Board Member, and Connie Shirk, Board Member.

2. **SECRETARY'S MINUTES:** Secretary Diana Hill resigned from her position due to health reasons. Minutes from the February 12, 2013 Board Meeting were read by Connie Shirk as requested by the President. Motion to accept minutes as read. Seconded. All approved.

3. **TREASURER'S REPORT:** Al Aosved proposed that the RHA adopt a biennium budget process to better define the elements of income and expenses. He presented a budget worksheet that entailed the following points:

- The RHA requires approximately \$4000 in reserves and \$2300 in biennium expenses.
- The income categories included: Assessments, Late Fees & Transfers, and Legal Reimbursements.
- The expense categories included: Insurance, Accounting, Website, State fees, Office, and Welcome Wagon costs.
- The Reserve categories included: Lien fees, Dangerous Tree Removal, Nonpayment of assessments, Signage, and Fence Repairs.
- By using the budget process, the Treasurer would be better able to define the status of finances for the RHA and help define considerations for assessment increases or decreases on a biannual basis.
- Al requested help in working out needed details in the budget. Dave Ulrich and Jim Shirk volunteered to work on it with him.
- Motion to authorize a committee comprised of Al Aosved, Dave Ulrich, and Jim Shirk to present their inputs at a subsequent meeting. Seconded. All approved.

4. **ARCHITECTURAL CONTROL COMMITTEE:** Jim Shirk reported as follows:

- Request to upgrade our website to include an electronic ACC request form and acceptance of electronic signatures. Currently homeowners are required to download the form, fill it out, and deliver it to an ACC member. The ACC votes on it, signs, scans it into the electronic file, and mails it back to the homeowner. The whole process takes 1-2 weeks. With an electronic form, it could be done same day if need be. Cost to put the form on the website as a PDF is \$120.
- Motion to develop an electronic form for our website. Seconded. All approved.

5. **OLD BUSINESS:**

- Beautifying entrance: Discussion followed. Volunteers to take part in the project include Bernice Maxfield, Dave Ulrich, and Connie Shirk. Motion to allow \$100 for materials. Seconded. All approved.
- Summer BBQ. The above same people will work together to coordinate a get-together this summer.

6. **NEW BUSINESS:**

People are driving too fast in our addition. It puts children playing and those out walking or riding bikes at risk. President Bernice Maxfield will address the issue in the next newsletter.

7. **ELECTION OF BOARD OFFICERS FOR 2014:**

- Motion was made for those currently holding office to continue in their position. All accepted, except Jack Dearth who was not present. President Bernice Maxfield will contact Jack for his agreement and report back to the Board.
- Connie Shirk was nominated to take Diana Hill's position as RHA secretary. Seconded. All approved.

MEETING ADJOURNED: Motion made to adjourn meeting. Seconded. All approved. The meeting was adjourned at 8:55 p.m.

Bernice Maxfield, RHA President

Connie Shirk, RHA Secretary