

**Kingsgate Five Homeowners Association**

**Meeting Minutes**

**May 16<sup>th</sup>, 2016**

**Board Members Present:**

Royal Hanson  
Ashley Gillen  
Bill Keating  
Susan Schilling  
Bonnie Santschi  
Craig Carlston  
Kelly McPherson  
Cindy Klein

**Guests:**

Dan?  
Corrine?

After each board member had his/her photograph taken for the website, the meeting convened at 7:00 pm at the Pizza Bank restaurant in Kirkland, Washington.

**A motion made by Bonnie Santschi to accept the April 25<sup>th</sup>, 2016 meeting minutes was seconded and approved.**

**Pool Report:** Cindy Klein reported that:

- Swim lesson and pool party signups will begin may 23<sup>rd</sup>.
- Swim team begins practice May 23<sup>rd</sup>.
- Cindy purchased paint for the deck with Tanner and Zach will apply.
- Fully staffed for life guards.

**Treasurer's Report:** Ashley Gillen reported:

- Nothing out of the ordinary for the previous month.
- All but one pool pass has been paid for.
- Ashley would like anyone who is paid by the HOA to complete new I9 and W4 forms as well as a new information sheet.
- Ashley has not been contacted by the Gator swim team for payroll information. She is not comfortable paying the Gator employees through the HOA bank account.

**A motion made by Kelly McPherson to accept the April 25<sup>th</sup>, 2016 Treasurer's report was seconded and approved.**

**Park Report:** Bill Keating reports that the park gate is off of the hinges.

### Compliance Report:

- Kelly McPherson reports that she has a neighbor who is not maintaining their home or yard. The homeowner is poisoning rodents who die on other neighbor's property. Ashley Gillen will investigate to find the owner's information and the HOA will try to contact the homeowner.

### Recreation Report: Bonnie Santschi and Kelly McPherson reported:

- They would like to move forward with the neighborhood block party kits. The board agreed that the kit will include invitations, paper products, name tags, door hangers and a \$25 gift card to Safeway to purchase needed items for the block party.
- The Summer BBQ will be July 10<sup>th</sup>. There was general discussion of food and activities. Set up will begin at 3:00 pm. The pool will close at 4:00 pm and reopen for the BBQ at 5:00 pm.

### Old Business:

- Ashley Gillen reported that the Woodinville post office has completed all tasks needed to install the CBU stands. Kirkland has not yet completed the necessary steps. The hope is that Kirkland will complete the work needed and installation of the new stands can begin soon afterward. The board will not hold its breath.
- The board discussed the fence along 124<sup>th</sup> NE and the need to complete replacement of all panels that are in disrepair not just the 5 or so per year that have been discussed in the past. Cindy Klein will get 1 bid for the work.

### New Business:

- Ashley Gillen reported to the board that the job of bookkeeper requires much more time than what was explained to her. She would like be compensated appropriately for her time and the board agreed. After discussion by the board **a motion made by Royal Hanson to increase the Treasurer's salary to 35 hours per month at a rate of \$30.00 per hour, effective March 1<sup>st</sup>, 2016 was seconded and approved.**
- The board discussed the 2 applicants for the position of Facilities Manager and agreed that after hiring, the employee will be reevaluated after 100 days. He will not be on call. The rate of pay will be \$30.00 per hour.

The meeting adjourned at 8:50 pm.

The next meeting will be June 13<sup>th</sup>, 2016 at 6:30 pm at the Pizza Bank Restaurant.

Approved: June 13, 2016