

Kingsgate Five Homeowners Association

Meeting Minutes

April 12, 2016

Board Members Present:

Royal Hanson
Bill Keating
Kelly McPherson
Alan Nelson
Ashley Gillen
Bonnie Santschi

The meeting convened at 6:33 pm at the Pizza Bank restaurant in Kirkland, Washington.

A motion made by Kelly McPherson to accept the March 2016 meeting minutes was seconded and approved.

Treasurer's Report: Ashley Gillen distributed the budget handout and there was general discussion and explanation of the Treasurer's report including:

- Pool passes sold out – a total of 75 were sold with 45 having been renewed from the prior year.
- In the March about \$5,000 of credit card payments were transferred to the checking account.
- Ashley expressed that it may be helpful to track rental properties.
- Delinquent dues are being tracked and are currently around \$68,000.
- 2016 2nd quarter invoices have gone out.
- Ashley also discussed having a third person that could sign for checks in case one of the two others are on vacation or unavailable. Susan Schilling will discuss at next meeting.

Park Report:

- Bill Keating discussed that grass is growing where stump removal was done. Dumpster is getting full and will need to be emptied.
- The park and pool need to be sprayed for ants.
- Bill Keating also discussed that the doors in the pool house will need to be replaced. Discussed getting bids and hiring this work out.
- There was general discussion regarding security at the park and any need to hire someone to patrol in the evenings.
- There was general discussion regarding adding a garbage can for the lower park.

Recreation Report: Kelly McPherson and Bonnie Santschi reported that:

- The Easter Egg Hunt was a success. Many children and families that participated. Would like to have more eggs for next year.

- Discussed the summer BBQ and renting/buying a bouncy toy for the event. Ashley Gillen to send Bonnie Santschi a BBQ shopping list used in the past.
- The Garage Sale will be held June 4th and 5th. Ashley Gillen to send Bonnie Santschi a flyer for the garage sale. Will advertise on Craigslist, Facebook page and have signs set out amongst the neighborhood. Jonathan Friebert has the editing access for Facebook and we will have him post.

Old Business:

- General discussion of the website including what documents should be made available including minutes, CCRs, bylaws. We discussed no user IDs to sign in and not renewing the current website fee. Minutes and financial information will not be public, but can be requested by homeowners in the association.
- Ashley Gillen discussed the New Homeowner Packet which includes a welcome letter, most recent newsletter, pool information sheet and map. General discussion occurred regarding a welcome basket with coupons and other goodies.
- Alan Nelson discussed compliance and that we need to send three letters and then we can fine people for non-compliance in the neighborhood.

New Business:

- None

Newsletter:

- Kelly McPherson has volunteered to be the point person on the newsletter. There was discussion about the newsletter being a shared document so people can update on their own before it gets printed. A summer newsletter will be sent out by June 1st. Information needs to be sent to Kelly by May 15th in order to update, print, mail, etc.

Mailboxes:

- Ashley Gillen has continued discussions with the Post Office regarding upgrading replacing the mailbox stands with metal locking boxes.
- It was discussed that we should have a dedicated email for homeowners to send questions, comments, complaints, etc.
- There will be a transition period where the new locking mail boxes are installed, the stands will then be taken out a few days after.
- Ashley has also prepared a letter to the homeowners that will be sent out when we have more information from the Woodinville post office, Kirkland post office.

The meeting adjourned at 8:24 pm.

The next meeting will be on April 25th 6:30 pm at the Pizza Bank restaurant in Kirkland, Washington.