

**Kingsgate 5 Homeowners Association**

**November 9<sup>th</sup>, 2020**

**Board Members Present:**

Royal Hanson  
Susan Schilling  
Sarah Starr  
Alan Nelson  
Ashley Gillen  
James Weinrod  
Bill Keating  
Jeff Campeau  
Sarah Curde

**Visitors:**

Howard Heflin  
J Heflin  
Dan Lund

Due to the COVID 19 virus outbreak and a state mandated “stay home stay healthy” order, which prohibits certain gatherings, the board met online via the Zoom application. Notice and how to request an invitation to the meeting was placed on the website.

The minutes from the October 5<sup>th</sup>, 2020 meeting were previously emailed for review. A correction was noted under 2020 Budget Planning at bullet point 6. \$250 should be removed. **A motion made by Ashley Gillen to approve the October 5<sup>th</sup>, 2020 meeting minutes as amended was seconded and approved.**

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

- She has recently received approximately \$10,000 in back dues. She believes this is due to the letters sent to homeowners who are extremely behind in dues payments.
- Bonuses to paid staff and lifeguards have been paid.
- Chaise lounges have been purchased.
- The HOA is in a much better financial position than one year ago.
- The natural gas bill is back to a more reasonable amount but is expected to rise significantly when the pool reopens.
- Garbage and internet will be seasonal instead of year-round to help lower expenses.
- There was discussion whether to make an extra payment on the playground loan. It was noted that there have been large payments made by homeowners for back dues and there are no large expenses in the early part of 2021 and **a motion made by Alan Nelson to approve a payment of \$5,000 principal payment on the playground loan before the end of the year was seconded and approved.**

There was general discussion and explanation of the budget and **a motion made by Sarah Starr to approve the Treasurer’s Report was seconded and approved.**

**Pool Report:** Sarah Starr reported:

- The new chaise lounge chairs have been delivered – now all lounge chairs match.
- The draft for the new thermal cover has been sent and manufacture of the cover can begin.
- She and Anna are keeping the pool deck clean.
- She is researching new pool chemical companies.
- She has been in communication with the pool manager from the neighboring pools and all K5 pools may join together and all use Pool Mechanix for pool service.

**Park Report:** Bill Keating reported:

- A neighbor alerted the HOA to an open utility box at the lower park. After investigation it is believed to be taken care of.

**Compliance Report:** Alan Nelson reported:

- He contacted the City of Kirkland about a home that has a completely fenced front yard. He was informed that it is not a compliance issue with the city but it may be a zoning issue. The city will pass it along to the zoning department for further investigation.
- He sent a letter to the homeowner who asked about having an in-home daycare. He has not heard back and believes the issue is resolved.
- He believes the flagpole has been there for some time but only noticeable after a large tree was removed.
- He will mail notices to homes on the cul-de-sac where the curb has been painted red, but cars are still parking.

**Old Business:** Various participants:

- The 2021 proposed budget is ready to present at the annual meeting.
- While there is not normally a December board meeting it was agreed that because the upcoming annual meeting must be held virtually, another meeting to prepare and perhaps practice is necessary.
- There was discussion of proxy ballots and verification as well as polling for voting. Royal will create ballots and the board will do a test run and create an instruction page for homeowners to help them prepare for the meeting.
- Also discussed for the annual meeting:
  - A meeting passcode to be mailed.
  - Power Point or slides to be prepared beforehand.
  - Participants will be muted.
  - The board will define/assign roles prior to the meeting including, resolving online issues, proxy verification, and chat monitor.
  - Homeowner Nate Curde is also willing to help with issues.

The regular board meeting was closed at 7:35 pm.

A closed meeting to discuss a personnel issue began immediately following the regular board meeting.

Upcoming meeting:

12/07/2020 – 6:30 – Zoom\*

01/11/2021 – 6:30 – Zoom\*

01/25/2021 – 7:00 – Zoom\* - Annual Meeting

\*Meeting place could change if restrictions surrounding COVID 19 are changed.

Approved 12/07/2020