

## **November 3, 2015 Board Meeting Minutes** **Totem Falls Elementary Library**

Members and Guests Signed In. Members present were Denae Bastian, Ben Blankenship, Chris Birchman, Bob Cooke, and Mike Kumar. Guests were David Archey and two of his crew members, Janey and Dave.

**Meeting Called to Order** by Denae Bastian at 7:05 pm

**Quorum met** with Denae Bastian and Ben Blankenship in attendance. Michelle Haneberg absent so that she could attend her daughter's cross country awards banquet.

**Minutes of October Board Meeting:** motion by Denae Bastian to approve minutes for October 6, 2015 Board Meeting  
Seconded by Ben Blankenship  
Discussion - none  
Vote - 2:0 to approve motion

**Financial Report** given by Ben Blankenship:

# of Homeowners having made dues payment YTD: 306 of 310 - Amazing! Thank you members!

Operating Budget Balance: \$11,977.57

Reserve Allocation Total: \$19,189.51

**Expenses Paid During October 2015:**

Archey's Landscape Monthly Maintenance: \$3832.50

Landscaping Extras: (Bark along Snohomish Cascade Dr) \$750.00

PUD: \$322.26

Silver Lake Water: \$0

Supplies: (Postage, Printing, etc.) \$35.58

Aynax: \$9.95

Transfer to Reserves: \$350

Transfer from Reserve Account to Operating Budget: \$11,000.00

Tree Removal: \$3,095.00

**Motion** made by Ben Blankenship to have an **Executive Session** prior to the next board meeting to discuss private matters relating to individual members.

Seconded by Denae Bastian

Discussion: none

Vote: 2:0 in favor of motion

**Introduction of David Archey and Team**, landscapers for The Falls, by Denae Bastian. David introduced himself and team members Janey and Dave, part of his crew. They each took turns telling us of the different tasks they perform to keep our common areas looking nice. Members present expressed appreciation for their hard work and dedication to our development. David, Janey, and Dave also expressed some of their concerns--concerns regarding the speed of cars and buses along the main streets where they are working. They feel worried for themselves and others. They talked about the amount of garbage, broken glass, and other non-recyclable items that they find in the common areas. Lastly, they mentioned concern for the slipperiness of the southern most bridge in the trails on the east side of our development. They work to clear the leaves, but find the wooden surface to be slippery. As a group, we brainstormed ideas to address the concerns of David and his team. Denae Bastian will call Snohomish School District Transportation Department and Community Transit to report concern over speed of buses. Denae to also speak with Mr. Cosgrove, principal of Totem Falls Elementary, to see if our landscapers can dump garbage in the school dumpster, especially since our HOA mows, edges, and controls weeds on the school property that parallels Snohomish Cascade Drive. The board will research the idea of getting a couple waste containers to position along Snohomish Cascade Drive for those coming through the neighborhood to use. We do not know if it is walkers or drivers or both that are leaving their garbage on the street. Ben Blankenship to check with builder of bridges to see what he recommends for increasing traction on the footbridges. We encourage members to **adhere to the posted speed limits** and decrease speed when needed, help minimize garbage in the common areas, and exercise caution on the trails and footbridges.

**CCR Revision Team Update** by Denae Bastian: the Revision Team is working on refining the definition for common area and common fence for our CC&R's. They are also tackling recommendations for vehicle parking expectations in our development. The goal is to revise the CCR's first, then the Articles of Incorporation, and finally, the Bylaws. The team has gathered governing documents for many other HOA's in our area, as well as outside of our area, to review and glean ideas from.

**Email Authorization Form/Proxy Collection Update** by Ben Blankenship. He reminded members to keep sending in their email consent forms and proxy statements if they have not already done so. We currently have 100 consent forms and fewer proxy

statements. Door-to-door volunteers will be going out this month to collect more forms. **Please save our volunteers the trouble of coming to your door by scanning yours back to us right away at [boardforSCHOA@gmail.com](mailto:boardforSCHOA@gmail.com).** If you do not recall whether or not you turned yours in, please ask the board.

**Waterfall Update** by Ben Blankenship: The waterfall is now off until all of the leaves have finished falling, after which we will have the pond cleaned and serviced before turning the waterfall back on.

**Neighborhood Safety Patrol Report** by Chris Birchman. Families have started signing up for the neighborhood patrol. Volunteers are being trained by Chris Birchman, a retired police officer here in The Falls. If you would like to participate, please notify the board. Chris gave a detailed report of his first training which was last Wednesday from 7 - 7:45 pm. He shared with us the training given during the drive, and the reminder to all of us to increase our awareness, know where you are, be a good witness, report anything suspicious, back away from a situation that seems dangerous, and remember safety is always first. Patrols must include two people - one to drive and observe and the other to record and observe. Tools to carry with you are phone, flashlight, paper and pen/pencil, and possibly a camera. We are trying to provide coverage between the hours of 9 am to 2 pm and dusk to midnight. **Please contact the board if you can spare 45 minutes** a month, or bi-monthly or even weekly. Chris will train members who will then train other members as our numbers grow.

**2016 Operating and Reserve Budgets:** Denae Bastian informed members that we need one more month to work on the draft budget for 2016. We will be presenting our draft of the proposed budget for 2016 at our December Board Meeting. Members are welcome to provide input. In January, we plan to adopt the budget (by board vote). At the annual meeting in February of 2016, members will have the opportunity to ratify the budget adopted by the board in January.

**Announcement** - Denae Bastian announced that her position on the board ends at the annual meeting for 2016. If you would like to run for her position, a 3 year position, or want to nominate a friend, please notify the board.

**More member input** - members present were one by one given a chance to make any comments they wished. No additional comments were made.

**Invitation** by Denae Bastian: we hope you will be able to join us at our December Board Meeting which is the first Tuesday of the month, December 1st, at 7 pm in the Totem Falls Elementary Library.

**Meeting Adjourned** by Denae Bastian : Thanks for coming! Meeting adjourned at 8:00 pm.