

Liberty Woodlands Homeowners Association
Board of Directors Phone Conference Meeting Minutes

April 6, 2016

The Board of Directors of Liberty Woodlands Homeowners Association, (LWHA), phone conference meeting was called to order at 7:05 pm, (PDT) by Mary Ann Bailey, President.

In Attendance: Mary Ann Bailey, Deb McLaughlin, Bryan Burpee, Gay Northrup and Tony Bacso

Absent: Tim Shapley, Jim Huehnergath

Waive Notice of Meeting:

Motion: Gay Northrup moved that we waive the notice of meeting. Deb McLaughlin seconded the motion. The motion carried unanimously.

Review of New Fee and Assessments: - Mary Ann Bailey

Upon reviewing the new fees and assessments set at the previous board meeting, it was agreed that the only new fees and assessments from that list that would be implemented in 2016 would be the Transfer Fee of \$400, and the Refundable Damage deposit of \$1000. The 10% increase in dues and water usage fees will remain.

Reserve Study: - Mary Ann Bailey

Motion: Deb McLaughlin moved to authorize the board to move forward on securing at least 2 bids for conducting a Reserve Study for Liberty Woodlands. The board will then recommence to examine the bids and then will decide on whether or not to pursue doing a Reserve Study. Gay Northrup seconded the motion. The motion carried unanimously. Bryan Burpee volunteered to contact possible companies.

Discussion:

A Reserve Study is required by law for all HOAs with more than 10 home. It is done by engineers who study the common areas of a HOA, such as wells, water lines, sewers and roads and then predict when there will be need for replacement or repair. They then create a long term budget that will show how much the members of the HOA will need to be assessed each year to build up the reserves necessary to make these repairs. By doing this study, all members of the HOA are assessed equally which is required of HOAs and it will reduce our need for on-going special assessments. It will also help the long-term financial viability of The Woodlands.

It is estimated that the cost of this study will be \$3000 - \$5000.

Architectural Review Fee: - Bryan Burpee

Motion: Deb McLaughlin moved to institute a \$500 Architectural Review Fee with a \$150 fee for any buildings/structures built after the initial building is constructed. Gay Northrup seconded the motion. The motion carried unanimously.

Discussion:

Bryan Burpee introduced this fee. This fee will help to offset the costs involved in the review, particularly if legal consultation is needed, as well as the volunteer time put into reviewing the plans and working with the owners/builders.

Road Easement and Maintenance Agreement with Whittaker Farms: - Gay Northrup & Bryan Burpee

Motion: Gay Northrup moved to approve working with attorney, Michael Brady, to develop a draft of a Road Maintenance agreement with Whittaker Farms and Liberty Court. Tony Bacso seconded. The motion passed unanimously.

Long Term Rentals in Liberty Woodlands: - Mary Ann Bailey

Mary Ann Bailey brought up the fact that a person who had recently bought 2 lots was planning on turning them into long-term rentals. Although there is nothing in our CC&R's to prohibit this, there is concern about how to manage these rentals so that they are in compliance with our CC&R's. The discussion led to the fact that Liberty Woodlands needs to create a document that clearly states our enforcement rules, regulations, and fine schedule. Mary Ann agreed to work on this and submit a draft to the board for discussion and review.

Trailer Policy Revision:

Motion: Mary Ann Bailey moved to amend the previous trailer policy to the following:

To promote and maintain the harmonious environment of Liberty Woodlands, owners of trailer, campers and RV's may park their vehicles on their lots for up to 5 hours for the purpose of cleaning and restocking. No overnight parking is allowed. Bryan Burpee seconded the motion. The motion carried 3-1.

The meeting was adjourned at 8:26 pm.

Attest,

For Tim Shapley
Secretary

