

QUAIL RUN HOMEOWNERS ASSOCIATION
MONTHLY BOARD OF DIRECTORS MEETING
May 21, 2024

Board Members Present: Michael Dane (President); Bob Hall (Treasurer); Tom Boyd (Secretary); Lisa Marks (Member-at-Large); one at-Large position vacant

Homeowners Attending: Bob Bills; Steve Cooney; Will Ettling; Pam Hinckley; Joan Rawlings-Boyd

Board President Michael Dane called the meeting to order at 7:00 pm.

Officer Reports

Secretary's Report: Tom Boyd read the agenda items addressed in the previous meeting and asked if attendees wished any of those read in full. None being requested, and the Board having previously reviewed them, Minutes were approved.

Treasurer's Report: Bob Hall made the Treasurer's Report. For the period from January to April 2024 General Fund income was \$54,400 (\$54,584 budgeted). General fund expenses were \$55,186 (\$66,076 budgeted). For that period, Reserve Fund income was \$25,343 (\$22,593 budgeted). Total Reserve Fund expenses were \$18,709 (\$64,790 budgeted). Detailed reports are distributed to homeowners, and are available in the Clubhouse office.

Lisa Marks asked about the status of past-due monthly assessments, given the recent change of issuing monthly invoices. The total amount in arrears has been reduced significantly. Currently 10 residents are more than 90 days behind in payments, mostly in small amounts. Six homeowners are 1-30 days in arrears, and one resident is 61-90 days behind in payment. The largest outstanding amount in arrears is \$850. Michael Dane noted that a small number of homeowners have questioned the amounts listed as owed on invoices, and that these issues have been resolved. The new system of graded fines will come into effect in June.

Committee Reports

Architectural Committee: Michael Dane reported on the request for relocation of #533's HVAC unit. The board had approved this request informally by email to expedite installation. Request was formally approved.

Emergency Preparedness: None

Events Committee: None

Finance Committee: None

Landscape Committee: Carol Standefer reported on the following items:

- The tree pruning and removal (contract approval), has been approved, with the exception of a tree between #523 and #525 that is pushing up a sidewalk. The arborist explained that cutting the roots would only relocate the problem, as the roots would migrate toward landscaping and cause damage there. The bid for tree removal and grinding is \$1400, but sidewalk removal and repair needs to be done first. The Maintenance committee is to obtain a bid for that work.
- Some pruning work will be done May 24. None of that pruning involves the cedars.
- Carol reported that Sperry Tree care now offers a software-based tree inventory plan that allows tracking details regarding each tree on the site. The cost for such a survey would be in the range of \$800. The Board requested more information regarding what would be involved and the type information yielded, as opposed to simply removing and replacing trees as needed.
- The mulching bid for courtyards is \$8000, significantly higher than for street mulching (this work must be done manually rather than by using a blower). Michael Dane planned to review the budgeted amount in this category before proceeding further.
- The proposed lawn removal policy was discussed at some length. Carol reviewed the proposed change in detail, which addresses the strips of lawn in front of homes along the street. Those homeowners who wish to retain these strips assuming responsibility for their maintenance. The Association would retain the right to remove them in the absence of adequate maintenance. For homeowners not electing to maintain the strips, those will be replaced with shrubs and planting requiring less water for adequate maintenance. The expense for would be assumed by the Association. The proposal was passed by a vote of 3 to 1, with Lisa Marks asking to be recorded as dissenting. Carol is to contact the affected homeowners to determine which wish to replace vs. retaining yard strips.

Maintenance Committee: Michael Dane

- #439 roof leak along the residence's north side. Upon further investigation there appears not to be a leak. No further action is anticipated at this time.
- The rain gutter cleanup and repair bid is \$3600, significantly higher than previous bids for this work. Michael Dane plans to seek other bids for this work.
- Carol Standefer noted that there are a number of branches down along the outside of the soundwall. She will ask Rexius for a bid for cleanup and removal of branches and weeds in that area.

New/Old Business

- Street lamp shields: Tom Boyd reported that this work has been completed by "Maintain It!" Construction.
- Striping on Covey Lane: Michael Dane reported that this work has been done.

- Security lighting in overflow parking: Pam Hinckley reported that EWEB was out to the site last week and put cul-de-sac shields on the northernmost light pole in the overflow lot. She noted that this shielding is more effective in shielding light to the back and sides than the previous shields tried, while still illuminating the street. The Board elected to move ahead with shields on the other lights. Pam agreed to contact our EWEB liaison.
- Calendar policy: Joan Rawlings-Boyd reviewed the process thus far in revising the Clubhouse reservation policy, including a meeting involving the Clubhouse workgroup and interested stakeholders. Based on a procedure proposed and detailed by Shiela Pardee. Steve Cooney had distilled the key elements of the proposed reservation policy. He provided an overview to the Board and attendees. As before, HOA-sponsored events such as Board meetings and community-wide social events would take precedence over private events, whether one-time or recurring events. The essence of the change is that, whereas one-time homeowner-sponsored events could be scheduled up to 12 months in advance, recurrent home-owner events could be scheduled no sooner than 5 weeks in advance of the event. The proposed policy includes additional specifics (e.g., Clubhouse not to be used for commercial gain; supplies in the storeroom not to be used for private events). This proposal was approved. Tom Boyd will work with the workgroup to finalize the wording of the new policy and to train Connie. Part of this process will include contacting stakeholders and recurrent users, and communicating this change to homeowners (e.g., by Newsletter). Because of the significant change in how the Clubhouse is reserved, a plan was made to review the change at the December meeting.
- Michael Dane reported in Shiela Pardee's absence on the 5/18 Emergency Preparedness Drill. This drill went well, and yielded information regarding places for improvement (e.g., the GMRS radio did not function well). Problem areas will be addressed.
- Speeding on Covey Lane. Michael Dane showed two signs he proposed to install at the south entry: "Speed Limit 15 MPH" and "Only You Can Prevent Speed Bumps." The cost for the two signs would be \$55. It was proposed that such signs be posted at or near both entries, and this action was approved.
- Tom Boyd noted that with gardens starting to produce, it would be helpful to get the garden signs proposed by Cecilia Perry before she departs for the summer. Michael agreed to follow up with her.
- Lisa Marks noted that, with Wanda Kautz' retirement, there is now a vacancy on the Board. Thus far no one approached about filling the position has expressed willingness to do so. It was decided to post a solicitation for new members in the Newsletter.

The meeting was adjourned at 8:24 pm.