



Homeowners Association

2218 Hickory Drive

Anacortes, WA 98221

**Minutes of Meeting
for
December 10, 2002**

Meeting Time: 5:00 pm

Location: Steve Cox's Home

Board Members Present:

Harry Chandler
Fred House
Steve Cox
Denise Tibbles
Paul Dofton

Guests:

Tom Johnson

Approval of minutes for Board Meeting of November 12, 2002

The minutes were approved and are posted on the website.

Treasurer's Report:

The checkbook balance as of 12/10/02 is \$1, 913.06.

Old Business

Lot #16 (P II) / Lot #14 (P I) Common Area

The planting has been completed. Magic Earth Landscape has added a little more beauty bark to some areas that appeared a little thin. **[Item closed]**

Fence Painting at Lot #35

This item is closed until the annual meeting where the fence issue will be discussed again among the residents.

[Item Closed Temporarily]

Fence Standard and Enforcement

The owner of Lot #16 (PII) is the only other homeowner who has yet to comply with the Board adopted fence standard. The Board intends to place the general fence issue as a discussion item on the agenda for the annual membership meeting in Jan 2003.

[Ongoing Item]

Entrance Improvement & Maintenance

Paul will summarize at the annual meeting what common areas were improved this past year and what common area(s) will be acted upon in 2003. **[Action Item: P. Dofton]**

Retention Pond Maintenance

Mosquito control pellets have arrived and will be used next spring in our retention ponds. **[Item closed until spring]**

Common Area Encroachment Lot #1 (PI)

Harry visited the owner of Lot #1 (PI) and he is progressing with the compliance to the Board's directive of removing his personal landscaped items which encroached into the common area north of his lot. He expects to have the job completed, weather permitting, by February of 2003. The Board will review the completed work when advised by the owner

[Action Item: All members]

CCRE&R Enforcement Survey & Feedback

Harry resent, via email, to all Board members for final review and comments, a revised administrative procedure to follow when a CCRE&R complaint is received. After further discussion the Board approved the final wording and adopted the procedure.

[Item Closed]

Board Member Elections

No further volunteers have come forward to fill the one remaining vacant spot for the next two-year term. The letter announcing the Annual Meeting will also request volunteers. [Action Item: All Board members]

Website Bulletin Board Contractor Info

The Board favored only including positive reports on the bulletin board. It was suggested that this subject be brought up as a discussion item at the upcoming annual meeting. [Action Item: All Board members]

Annual Meeting

Denise contacted Village Pizza and reserved their meeting room for the Annual Meeting, January 21, 2003 (Tuesday) at 6:30 PM. Pizzas and soft drinks will be available with the meeting starting about 7 PM. At Denise's suggestion both paper and email announcements will be sent to the membership starting the week of 15 December. She will handle the paper mailing. Agenda items will be forthcoming and included in the announcements. Fred will prepare overhead projector transparencies for the meeting after the January Board Meeting. [Action Item: All Board Members]

Year 2003 Budget

Fred presented the financial statement for 2002 and the projected annual budget for 2003 for Board approval. He pointed out that we have exceeded our desired reserve amount and that it is not necessary to raise the membership dues for the upcoming year. The dues will revert back to \$125 per lot for the 2003 calendar year. The Board approved the proposed budget. Fred will prepare an overhead transparency for the annual meeting. [Action Item: Fred House]

Website Hosting

Fred presented information from various Internet service providers who are capable of hosting the Parkside Website. The Board approved using Pioneer Internet Services, Oak Harbor, and Fred will make the arrangements and transfer the website to this service in January. The new URL address will be www.parkside98221.com. An email notice of the change will be sent to owners when the new Website is operational. [Item: Fred House]

Power Outage / Chronic Accident Letter

Fred did not draft a letter to send to City Hall and/or PSE asking what can be done about the frequent accidents/power outages that seem to occur at the same location on Havecost. He felt it would be a lost cause to attempt such a letter. Steve Cox volunteered to draft the letter. [Action Item: Steve Cox]

New Business

Email Address Verification

Fred pointed out that the responses from the membership for email address verification that was done in October resulted in poor feedback. Of the 63 members with email approximately 50% responded. In addition there is a significant number of new owners. It was recommended and agreed that information regarding the verification of email addresses be included in both the hard-copy and email announcements of the annual meeting. [Action Item: Harry Chandler, Denise Tibbles and Steve Cox].

Next meeting at 5:00 pm, January 14, 2003 (Tuesday), at Harry Chandler's home.

Meeting adjourned at 5:55 PM.

