

QCHOA Board meeting August 11, 2009

1. Letter to home owners to request exception – i.e. Massman’s RV parked on driveway. I like the idea of having the homeowner submit a letter to the board for an exception. In this case, the exception is approved, so I think it's important for someone to follow up with a letter to the Massmann's to confirm the exception and provide the designated dates. Should we also communicate this exception to the neighborhood, so they are aware of their situation and don't assume the Board has not taken action?
2. New lights Front entrance – cost?
 - a. I wanted to let everyone also know the new lights were installed on Thursday, July 9. They look great (at least from a distance). I hope to have a closer look this weekend. We decided on fluorescent lights to help reduce our monthly electricity costs.
3. Real Estate Agent request for meeting notes.
4. Kathy is reminding us that we need to have some things done as early as possible in August (no later than the end of the board meeting on August 11th) and emailed to all residents by August 15th, to get resident’s feedback before the Annual Meeting at Lisa Campbell’s house on September 27th. *Carel, as president, especially needs to be present for this work.* For future reference, we should have begun this work in June, but with the May meeting having been cancelled, we were off-kilter for the June meeting and never brought the subject up until today.
 - a. Finish next year’s budget (Kathy)
 - b. Agenda for the annual meeting (revamping CC&R’s, fine schedule to be clarified, common area maintenance, anything else??) (Carel, with review by the board)
 - c. Proposal for new HOA board officers, how did they do that last year? Kathy has some ideas, if any incumbent board members from 2008 have documentation of how this has been done in the past, please share it.
 - d. Ask residents for their vote on board members and the budget; or their proxies for the board to vote for them.
 - e. Decide how much food is needed for the community meeting, and how that food is to be provided. If the board is providing the food, then the board members will be reimburse for the cost of that food and other consumables (paper plates, forks, glasses, beverages, etc)
 - f. Decide if the “potluck party” after the board meeting, is open to all the neighborhood, or just to Quail Creek HOA residents.
 - g. Lisa asks that we have a small “clean up crew” to help out after the Annual Meeting & Party is over.
 - h. Email all residents to inform them of the above.

Quail Creek Homeowners Association 2009 General Meeting and BBQ

Date: Sunday, September 27th, 2009
Time: 3:30 pm
Place: Lisa Campbell's home, 27929 NE Quail Creek Drive
Agenda: See Below

IMPORTANT!: Please review the agenda and budget below and reply immediately to this email with only one of the following options marked:

_____ I will attend the meeting on September 27th.

_____ I cannot attend the meeting. I hereby assign my/our vote to the QCHOA Board of Directors.

_____ I cannot attend the meeting. I hereby assign my/our vote to the following QC homeowner:

_____.

If you have any questions, please do not hesitate to contact any member of your board. We hope to see you at the meeting!

Sincerely,

QCHOA Board
Carel Talens, President (425-880-6095)
Kathy Graham, Treasurer (880-4048)
Lisa Campbell, Secretary (880-6730)
Steve Juarez, Member at Large
Brenda Kinsman
Sharon
Shari

September 27th QCHOA Annual Meeting AGENDA

- Traffic Safety in QC
- Neighborhood Security:
 - Mail Theft
 - Graffiti
 - Neighborhood Watch? Cameras? or other program?
- 2010 Budget Approval (VOTE FOR APPROVAL) and 2009 Budget Report – see below
- Election of New Member to the QCHOA Board of Directors: Steve Juarez (VOTE)
- Social Time

FINANCIALS (2009 and Proposed 2010)

Revenue & Expense - Actuals
January, 2009 - August, 2009

Beginning Balance: \$18,077.08

Revenue (Actuals):

Member Dues	\$8,000.00	
Late Fees	\$90.00	
Total Revenue		<u>\$8,090.00</u>

Operating Expenses (Actuals):

Annual Insurance Premium	(\$1,546.00)	
Electricity	(\$1,103.09)	
Landscape/Maintenance	(\$3,935.19)	
Mailbox Repair / Update	\$0.00	
Mailbox Rental	(\$120.00)	
Postage/Supplies	(\$23.40)	
Annual Non-Profit Association Filing Fee	(\$45.00)	
Water	(\$310.68)	
Misc (Garage Sale Adv & Check Purchase)	\$0.00	
Total Expenses		<u>(\$7,083.36)</u>

Net Revenue/Loss: **Subtotal** **\$1,006.64**

Operating Expenses (Estimates for August - September):

Annual Meeting Expense	(\$50.00)
Electricity (estimated for September - December)	(\$640.00)
Landscape/Maintenance (estimated for August - December)	(\$1,400.00)
Misc (Garage Sale Adv & Check Purchase)	(\$30.00)
Water (estimated September - December)	(\$100.00)

Ending Balance: **\$16,863.72**

Proposed Budget

January 1, 2008 - December 31, 2008

Revenue:

Member Dues	\$8,000.00	
Total Revenue		<u>\$8,000.00</u>

Operating Expenses:

Annual Insurance Premium	(\$1,580.00)
Annual Meeting Expense	(\$50.00)

Electricity	(\$1,878.00)
Garage Sale Expense	(\$50.00)
Landscape/Maintenance	(\$5,700.00)
Office Supplies & Mailbox Rental	(\$200.00)
Annual Non-Profit Association Filing Fee	(\$10.00)
Water	<u>(\$534.00)</u>

Total Expenses **(\$10,002.00)**

Net Revenue/Loss: **(\$2,002.00)**

5.