

**Quail Creek Homeowners Association Board
Annual Membership Meeting Minutes
Prepared by: Jan Kelly - Secretary**

Minutes of the Quail Creek Homeowners Association, Redmond, Washington, was held via Zoom meeting at 7:00 p.m. on the 21st day of October, 2020.

I. **CALL TO ORDER**

Brenda Kinsman called the meeting to order at 7:03 pm.

II. **ROLL CALL OF OFFICERS**

All Board Officers were Present:

Brenda Kinsman - President
Jennifer Kuhtz - Treasurer
Jamie Westover - Secretary
Wendy Talens – Member-at-Large
Michael Brown – Member-at-Large
Donna Morgan – Member-at-Large

HOMEOWNERS PRESENT

QC2 - Westover
QC3 - Talens
QC5 - Bone
QC7 - Kelly
QC8 - Haigh
QC9 - Kuhn
QC11 - Holthe
QC16 - Hollasch
QC18 - Mohanty
QC21 - Kinsman
QC23 - Kuhtz
QC24 - Brice
QC25 - Schoenfeld
QC27 - Morgan
QC28 - Brown
QC32 – Kugalur Vadivelu

HOMEOWNERS BY PROXY

QC1 - Renning
QC6 - Tucker
QC10 - Povey
QC12 - Williams
QC13 - Kanga
QC17 - Ploof
QC30 - Draper
QC33 - Reamey
QC34 - Izumi
QC35 - Wynsma
QC36 - Esquivel
QC37 - Koorn
QC39 - Ditmore
QC40 - Helm

Quorum was achieved, Proxy votes were assigned to the Board.

III. **Introductions and New Member Welcomes**

New residents are Jan and Jennifer Kelly in QC-7, and Shawn and Deb Koorn in QC-37.

IV. **Approve Meeting Minutes from 2019 Annual Meeting**

The Minutes from the 2019 Annual Meeting were APPROVED as presented. They will be available on the QCHOA website.

V. **Board Positions and Election of New Board Officer**

It was MOVED and properly SECONDED to APPROVE Jan Kelly for Board position of Secretary. Jamie Westover will transition to Member-at-Large.

The new slate of Board Officers was APPROVED:

Brenda Kinsman - President
Jennifer Kuhtz - Treasurer
Jan Kelly - Secretary
Michael Brown – Member-at-Large
Donna Morgan – Member-at-Large
Wendy Talens – Member-at-Large
Jamie Westover – Member-at-Large

VI. **Annual Financials and 2021 Budget**

Jennifer Kuhtz presented the current year's budget and expenditures, including projected Actuals. The 2021 budget was APPROVED as presented. The current dues of \$380 will decrease to \$330 for 2021. Refer to QCHOA Proposed Budget for details which can be found on the QCHOA website.

VII. **Architectural Control Committee Updates**

The ACC voted to grant an exception for the following items per CCR 2.7.5 **Exemptions and Variances from Committee Requirements**

- CCR 2.7.1(e) - **Roof materials** are currently defined as “hand split shakes”. Per CCR 2.7.2, the Board has APPROVED use of “asphalt shingles” also. This includes those asphalt shingles already installed AND future installations.
- CCR 5.2.3 - “Front yards, for no less than the first fifteen (15) feet from the edge of any adjacent improved street, shall be maintained as a lawn.” The Board has clarified this limitation to be “shall be maintained as lawn OR landscaped (e.g. Rock walls, trees, rock river beds, etc.)”.
- CCR 5.4 - **Animals**. “In no event may more than two (2) dogs or two (2) cats be kept on any Lot on a permanent basis.” The Board has revised this limitation to “three (3) dogs or three (3) cats”. This CCR change will be reflected the next time the Association votes to update and change the Governing documents (CCR’s).

VIII. **General Association Important Reminders**

- Architectural Control Committee Approvals: Per CCR Section 5.2, ACC approvals are required for proposed building changes. This includes building changes or additions (fence, gate, deck, patio, terrace, wall, kennel, or other structure), as well as lot clearing or excavating.
- Owners' Maintenance Responsibilities: Per CCR Section 5.13, each Homeowner shall be obligated to keep his lot, driveways, and parking areas, in a clean, sightly and sanitary condition and maintain their landscaping in a healthy and attractive state and in a manner comparable to that on the other Lots in Quail Creek.
- Trash Receptacles: Per CCR Section 5.7, the trash, recycling, and yard waste containers shall not remain in public view, other than the day of pickup.
- Please observe the speed limit within our community for the safety of pedestrians and other vehicles. This is set by King County as 25mph.
- A discarded mattress was left at the entrance. It turned out that the culprit was not someone from our Association, however it is our Association's responsibility and expense to maintain the front entrance. No discards are allowed at the entrance.

IX. **Progress on Update of Entrance**

- Mulching at the front entrance will be done annually as part of the Entrance Landscape Groundskeeping budget.
- Rhododendron update: Those plants that did not survive will be removed. The remaining plants will be moved to balance the landscape.
- New plantings are being considered for the front entrance. Since the irrigation systems was shut off at the front entrance, the Board will compile a list of plants that do well in native conditions.
- Entrance monument: While there are Reserve funds being set aside to update the monument, more work needs to be done to define the scope of the project. Are we replacing the plaque, or the plaque and the brickwork? Do we need design approval from a civil engineer? Permits? Are we bundling new landscaping into the project? The Board determined that step 1 will be to collect pictures of monuments and present these to the Homeowners so we can narrow down to an A or B style choice.

X. **Adjournment:** The meeting concluded at 7:57pm.