

Minutes-FINAL
East Bluff Board Meeting
Tuesday, October 19, 2022

Chaired by: President Nancy Michalski

Present: Liam, Mitch, Leni, Tina Marie

Absent: n/a

Homeowners: #340

Meeting started: 6:03 pm

1. Approval of last month's minutes
 - a. August/September meeting minutes not posted. Has final draft been sent to Kris?-- TMM will clean up and send out August and Sept. minutes
 - b. Need summary of how 2021 meeting was handled, created and posted
 - i. TMM will work on summary
 - c. Kris - Verify updated rules posted with changes to security camera use
 - i. done but need to remove version from 11/1/2021
 - d. Kris - Please add note to website that no newsletter was created for June or July
 - e. Kris – executive summary under resources on web says we are part of current litigation
 - f. Kris – executive summary on web has wrong insurance carrier info (says Hastings)
2. Homeowner concerns (time based on number of homeowners who attend and their concerns)
 - a. Homeowner wants a hearing concerning possible wage garnishment for unpaid fees- HO not in attendance until 7pm, when he thought the meeting started.
 - i. Since payment plans of fees have failed, we will go through with garnishment of wages.
 - ii. Jeff attendance: \$400/\$500 / month possible. To be taken out by ACH if set up. Returned ACH/ Returned Check is same amount. Has overdraft protection if needed. Kris still has to do it manually. Nancy will talk to Kris tomorrow and get back to the rest of the board members. To set up in the next week. Legal backing of garnishment may be needed if checking account changes. Will try for the next month/ two pay checks. Otherwise then garnishment.
3. Maintenance report by Kris
 - a. Zach expected to begin siding by 10/24/22 and will continue as long as weather permits
 - b. Fall cleanup has begun. We will work with Friske on this project as time permits
 - c. Oscar focusing on bush/shrub trimming and gutter cleaning
 - d. Merwin focusing on painting and fixing woodpecker damage
4. Newsletter ideas- October 2022 (In email document)
 - a. What is the status of the October newsletter?
 - i. TMM will work on and get draft out next week

- b. See: Article on issues with neighbors/renters. Deal with homeowner/landlord or call police for noise complaints. Physical altercations will not be tolerated.
 - c. Reminder – notify board in advance of intent to attend and topic to be discussed. This allows for necessary research and time planning. Only emergencies will be addressed if not on the agenda.
 - d. Board openings 2023
 - e. Status of fencing/siding project in article/newsletter ideas
 - f. Winter prep (annual memo goes out Nov. 1)
 - i. Plowing and moving cars -- rules on cleaning parking spots?
 - g. Parking reminder for winter
 - h. Rodents/bugs notifications - watch for pests, report to Kris
 - i. Next meeting dates/Meeting change to Third October?
 - j. Quarterly newsletter at beginning of quarter
5. New Items
- a. Homeowner litigation (related her falling in icy parking lot) has been resolved. Insurance has taken care of it
 - b. Discuss yard work issues - Leni
 - i. See email: Suggestion of reviewing “grandfathered” issues when selling units so those are noted and could be taken care of by current homeowner so the next one won’t have to deal with it.
 - ii. Dealing with issues with sloping and other private yard issues.
 - c. Change meeting day? 3rd Wednesday in October and discuss-- Nov 16, no DEC, Jan 18, Feb 15, Mar: Annual meeting, April 19, etc
 - d. Newsletter
 - i. Change to quarterly in January. Makes sense and can be longer. Notices as needed. Once decision is made, will need to put out notice. In October newsletter
 - ii. Secretary will continue to author newsletter but will require input on ideas and articles.
 - e. Time to start thinking about 2023-2024 budget. Starting in November.
 - f. Has website info on furnace venting been updated? Use article by Liam -- Delayed
 - g. Operations manager/supervisor position or property manager -- Delayed
 - h. Issue with insurance coverage – need update from Kris and to ensure this is not an issue at renewal time. -- Delayed
 - i. Review draft gate policy (locks and appearance) -- Delayed
 - j. Update rules on permanent vs temporary structures in restricted areas -- Delayed
 - k. Board Priorities for 2022-2024 -- Delayed
 - i. Siding/fencing project updates and review of progress
 - ii. Define board positions
 - iii. Review of employee manual
 - iv. Web site redesign
 - v. Continue rules review

1. Pet policy-Nancy
 - a. (no breeding of any animals, consider breed, size, number, definition of pet)
 2. Gate policy (type and appearance) –Kris/Tina Marie
 3. Gate locks(locks and appearance/upkeep)-Kris/Tina Marie
 4. Restricted area inspection and rules enforcement-Mitch
 5. Right of entry issues (yard and water shut-off)-Mitch
 6. Flag rules (based on Elena’s research)-Leni
 7. Renter Policies including define nuisance tenant and eviction policy/procedure-Liam
 8. Fine policy (rules for amount, time to resolve, adding cost of getting lien to the homeowners cost etc.)-Nancy
 9. Send out yearly rules updates
6. Treasurer’s report (10 minutes)
- a. Review of current budget status
 - a. Unpaid fees and checkbook balance
 - b. What do we really want to see here?
 - c. Add Leni to all bank accounts – need board approval reflected in minutes

Checkbook balance	\$101,742
Total 2022-2023 budget	\$421,421
YTD spent	\$239,281
Balance	\$182,140
% Used	56.78%
Total assessment fees due for 2022	\$98,912
Unpaid 2022 assessment fees	\$54,972
All other outstanding fees (fines, insurance, unpaid monthly fees)	\$13,019
October 2021 unpaid fees	\$10,392

7. Old Business (15 minutes). As needed, items may be deferred to next meeting.
 - a. Update info on furnace replacements
 - i. Web site updates
 - ii. Structural modification update with furnace info

PARKING REPORT (July 2022)

	WARNINGS	TOWS
200's	1	0
300's	2	0
400's	0	0
500's	5	1

- c. Adjourn open session: **7:33 pm**
- d. Closed session if needed.