

Draft Minutes of Northcreek Subdivision HOA Annual Board Meeting

Date: Saturday, August 20, 2022

Call to Order: 9:01 am

Location: Zoom Online Meeting

Minutes by: Andy Smith, Secretary

Chair of meeting: Cat Cantor, President

HOA Management Elizabeth (Beth) Silverman, Distinctive Community Management

In Attendance: **23** unique households, including proxies (see list of attendees below by address). This achieves a quorum of 15 or more households, as required by our bylaws. The 2022 Board of Directors was represented by Cat Cantor, Allison Russell, Honey Ahijevych, Meera Meyer, Andy Smith, Ted Kennedy, and Doug Carmichael.

Reading of minutes. Minutes were approved with no objections upon motion by Ted Kennedy.

Proof of Notice Of Meeting: The notice of the annual HOA meeting was sent two weeks prior to the meeting to all owners of record. This meets bylaw requirements of 10 days to 50 days notice.

BUSINESS

A. Annual Review

○ Kiosk area update for 2022

- Beth provided an overview on the update on the work that was done over the past year on the former hot tub area. The hot tub was removed, concrete fixed, tables/chairs painted and sun sails were added. Landscaping was also fixed in front of the mail kiosk area. Adding a pergola was discussed but it was too expensive at this time. This may be considered as a future enhancement. Approximately half of fence has been painted but due to budget constraints, it was not completed. If budget is available in the latter half of 2022, it will be completed this year, otherwise it will need to be completed in 2023 as part of the new budget.
- Bathrooms are not usable right now and are closed to the community. To re-open, they would need to be cleaned regularly, which would create an ongoing expense. No trash receptacles at the area either so this would also need to be addressed. The bathroom area will be discussed at a future HOA board meeting.
- Ash tree looks to be quite dead. Beth will have her team take a look and report back.

○ Budget

- Doug explained that the HOA is a little over budget for 2022, primarily due to the landscaping and patio/kiosk expenses. Overall, the HOA is fairly close to budget for this time of year so Doug is not concerned.
- The Board has not discussed increasing annual dues. We have run a small deficit with the work we have done at the kiosk but with annual energy savings from removing the hot tub, we likely will not need to increase dues for 2023. The 2023 budget will be discussed at the next HOA board meeting.
- It was brought up that the energy expenses for the kiosk area are very high for such a small area, especially in the winter. The space is likely not well insulated and heating

setpoints are likely too high during the winter. Distinctive Management and the board will inspect the space to see if anything can be done to winterize the area and adjust setpoints in order to reduce these energy costs.

B. Additional Owner Questions/Comments:

- Multiple home owners expressed having confusion with the various communication methods used by the HOA (e.g. [Mygreencondo](#), [northcreek HOA website](#), [Northcreek googlegroups mailer](#), etc.). One idea to improve communications that was discussed was to create a flyer outlining how community members can get information about the HOA and post to the kiosk area. This flyer could also be mailed to all community members once per year as part of the notice for the community's annual HOA meeting. The Board will discuss at a future board meeting ways to streamline the communications methods.
- One owner also asked if there is a formal process for community members to reserve the new kiosk area. This was discussed and it was determined that a flyer with the general guidelines on how to use and reserve the space will be created and emailed to the community.

C. Election of Board of Directors

- Ted has decided to not continue as a board member.
- Andy, Doug, Meera, Honey, Allison have all agreed to stay on as board members.
- Cat has not determined if she wants to stay on the Board and remain as President. She will decide between now and the next Board meeting.
- Debra volunteered to be on both the landscaping/gardening committee and lead a welcome committee for new community members.

MEETING ADJOURNMENT: 10:17 am

Attendance (in-person and by proxy) by address:

4805 Hopkins Place	4859 Hopkins Place	3327 Sentinel Drive
4813 Hopkins Place	4809 Hopkins Place	3360 Sentinel Drive
4878 Hopkins Place	4896 Hopkins Place	3391 Sentinel Drive
4803 Hopkins Place	4839 Hopkins Place	3343 Sentinel Drive
4882 Hopkins Place	4871 Hopkins Place	3375 Sentinel Drive
4859 Hopkins Place	4874 Hopkins Place	3342 Sentinel Drive
4869 Hopkins Place	4817 Hopkins Place	3388 Sentinel Drive
4802 Hopkins Place	3313 Sentinel Drive	