

DRAFT Minutes of Northcreek Subdivision's 2021 HOA Annual Meeting

Date: Saturday, August 21, 2021
Call to Order: 9:02 am
Location: Zoom Online Meeting

Minutes by: Doug Carmichael, Treasurer
Chair of meeting: Cat Cantor, President
HOA Management Elizabeth (Beth) Silverman, Distinctive Community Management

Homeowners accounted for: **25** 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 2021 Board of Directors was represented by Cat Cantor, Allison Russell, Honey Ahijevych, Meera Meyer, Ted Kennedy, and Doug Carmichael.

Reading of minutes. The reading of last year's minutes was waived. There were no amendments. Minutes were approved with no objections upon motion by Ted Kennedy.

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

Business

Annual Review:

- Mail kiosk summary for 2021:
 - It seemed that one or more vagrants had been using the kiosk area at night. In addition, there were issues with packages disappearing (and possibly stolen), and the back of the mailboxes had been partially pried open from the inside of the kiosk. As a result, a locking mail kiosk security door was installed this year. Keys were distributed to residents earlier this year. If you did not pick up your key, contact Cat Cantor.
 - The bushes in front of the kiosk were dying, so they were removed and replaced with mulch.
 - The kiosk wood trim had deteriorated in various places over the years, so the decaying portions of it were replaced and re-painted.
- A new community handbook was created this year, to give new and existing owners relevant information about our neighborhood, its governance, landscaping and architectural guides, etc. This document was sent out for review and comment on July 23rd. Ted Kennedy motioned to approve the new Handbook, and it was approved.
- Update on the Community Area (behind the mail kiosk) - The Board suggested several options for improving the appearance and usage of this area. They are listed below:
 - The broken hot tub needs to be removed. The concrete around this area is also uneven and cracked, and the fence surrounding the area is shaky because the wood that it is screwed into has deteriorated. It will cost approximately \$8,000 to remove the broken hot tub and fix these other issues. This was discussed and approved.

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- “Phase 2” of this community improvement would be the addition of a gazebo and a picnic table. This would probably cost around \$5,000, depending on the size and materials. This plan was approved as well.
- A potential “Phase 3” of this project could include the addition of a fire pit. However, several homeowners brought up potential safety issues and fire concerns. Therefore, addition of a fire pit was not approved at this time. This option and other alternatives can be discussed in greater detail at next year’s annual meeting.
- Note that since the hot tub has been broken, our HOA expenses have been reduced by approximately \$6500 per year due to elimination of hot tub maintenance, cleaning, electricity, water use, etc. Therefore, the improvements to this area can be accomplished without needing a special assessment or an increase in dues as long as we spread these costs out over a few years.

Additional Owner Questions/Comments:

- Debra Lambert voluntarily cleaned up the garden area by the Northcreek sign at the entrance to our neighborhood, which was a very time-consuming task. We appreciate Debra’s thoughtful commitment to keeping our neighborhood looking good!
 - Other homeowners noted that they would be willing to help with neighborhood clean-up activities if someone sends out an email and asks for help.
- Sally Tarbell noted that we should post our updated HOA legal documents and NorthCreek handbook on the MyGreenCondo website (www.mygreencondo.net/northcreek). Beth Silverman will do this. The documents had already been uploaded to the neighborhood website that Paul Throckmorton maintains, and which contains other community-related info (<http://www.northcreekhoa.org/>).

Election of Directors for 2022:

Honey Ahijevych, Cat Cantor, Doug Carmichael, Ted Kennedy, Allison Russell, Meera Meyer, and Andrew Smith were all re-elected to serve in 2022.

Adjournment: Ted Kennedy motioned to adjourn at 10:24 am, and the meeting was adjourned.

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

4802 Hopkins Place	4847 Hopkins Place	3326 Sentinel Drive
4803 Hopkins Place	4859 Hopkins Place	3349 Sentinel Drive
4805 Hopkins Place	4871 Hopkins Place	3360 Sentinel Drive
4813 Hopkins Place	4877 Hopkins Place	3367 Sentinel Drive
4816 Hopkins Place	4878 Hopkins Place	3375 Sentinel Drive
4818 Hopkins Place	4882 Hopkins Place	3391 Sentinel Drive
4833 Hopkins Place	4893 Hopkins Place	3395 Sentinel Drive
4836 Hopkins Place	4896 Hopkins Place	
4839 Hopkins Place	4899 Hopkins Place	