



4th Quarter Board Meeting Minutes

Wednesday November 13, 2019

4:10 pm – Board Meeting Commenced

Attendees

Board Directors: Cliff Gilley, Dorie Ross, Phill Moon, Rifat Siddiq, Larry Fischer, Coco Carino Groth

ROA Staff Members: Amy Atchison (Director), Mike Robinson (Communication Manager), Kayte Beatie (Community Manager), Melinda Lee (Outreach Manager), Noreen Fassler (Office Manager), Connie Harrington (Accounting Manager)

Procedural

- Meeting called to order by Board President Cliff Gilley; quorum met.

Public Comment

- None.

Approval of Meeting Minutes

- Minutes from the October 16, 2019 Board Retreat were unanimously approved as written.

2019 Financials

- Board Directives for Reserve Expenditures were reviewed by Association Director and signed by Board Members.
 - TIMBERS – 01 – (2019) Reserve expenditure for landscape improvements. Component #170.
- Financial Report as of November 13, 2019 briefed by Association Director and Accounting Manager.
 - Account delinquencies as of November 13, 2019 are 1.5%.
 - Third quarter Document Processing reconciliation briefed by Accounting Manager. All accounts are balanced and in line with the General Ledger. Report viewed and acknowledged by Board.
 - Association should finish ahead of budget for the year.
 - Assessments have been posted to account and mailed to owners. Owners will also receive email statements this year.

Quarterly Staff Update

- Updates on key projects and work goals provided by the ROA Accounting, Communication, Office, Community, and Outreach Managers.

2020 Board Officer Elections

- Cliff volunteered to continue as President.
- Coco volunteered to continue as Vice President.
- Larry volunteered to continue as Treasurer.
- All positions were uncontested.
- Motion passed unanimously. All officer positions to remain the same for 2020.

Retreat Follow-up

- 2020 Goals as discussed and drafted at the October Board retreat were approved.
 - Community outreach/"Meet the Board" events to be scheduled one time per quarter.
- Commercial Vehicle Parking
 - The Board had a general discussion regarding historical issues around commercial vehicle parking.
 - Director to discuss policy possibilities with General Counsel and Directors of other local Large Scale communities.
- Update on Action Items
 - All action items complete other than political sign packet for candidates. To be discussed at ROA staff 2020 planning session.

2020 Budget Comments from Owners

- Board reviewed the handful of owner comments that came in on Budget Ballots.

Landscape Contract Update

- Director informed the Board about the status of the landscape contract negotiations.

Inclement Weather Policy

- The Board reviewed the current office policy for inclement weather found in the Association Human Resource Manual.
- Director shared notes from a recent Seminar on the topic.
- Board discussed various changes that might make sense.
- There will be follow-up via email before any changes are finalized.

Around the Table

- The Board and Director discussed:
 - Current office lease.
 - Discussions with the City of Snoqualmie regarding Joint Committee maintenance responsibilities.
 - Upcoming Board schedule – no formal Board meeting in December or January. The Board will participate in a Board Development workshop in January.
 - Software platform assessment and possible contracted support for analysis of available technology.

6:10 pm –Meeting Adjourned