

	Meeting Minutes www.prrhoa.org	Point Richmond Ridge Home Owners Association <i>13607 12th Ave NW</i> <i>BOX 12</i> <i>Gig Harbor, WA 98332</i>
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Meeting Minutes of the Date: 10/25/2017

1. **Call to Order**

The meeting was called to order by Jim Garrigan

1. **Roll Call**

The following members were present:

Jim Garrigan, Marc Janes, John Stava and AJ Montgomery

2. **Review and approval of minutes from last meeting.**

The minutes from the previous meeting, which took place on 8/30/2017, were read aloud by AJ Montgomery and a motion to approve was made by John Stava and seconded by Jim Garrigan/ALL.

3. **Officers Reports**

President - HOA Insurance rider for coverage while using Harbor History Museum, added to insurance policy and will stand for future use. Spoke with Rob Wood, verified rental at Harbor History Museum. Preparation of Presidnet's report for annual meeting.

Vice President - Information Technology Committee proposal to BOD. Documentation on SharePoint, added the Activities List and the Expensies and Reimbursement List. Preparation of VP report for annual meeting.

Secretary - Annual meeting preparations, sign in sheet, ballot forms, etc.

Treasurer - Considering implications of mailing received from concerned homeowners, budget presentation preparation for 2018, preparation of treasurer's report for annual meeting.

4. **Committee Reports**

ACC - Stop sign at 137/13th to be replaced, new sign in AJ garage, John to investigate.

5. **Unfinished Business**

Roads - Crack seal services completed. Solicitation of quote from Scot's Sealcoat for consdieration of future seal coating of HOA roads.

6. **New Business**

IT Committee - John motions to formally establish Information Technology Committee naming AJ Montgomery as chairperson. Seconded by Marc Janes, unanimous.

Consideration of suggestions indicated by Vigneron in an email received by BOD on 10/22/17

Annual meeting agenda, requirements and establishment of IAW Robert's Rules of Order

Budget presentation preparation

7. **Announcements**

8. **Adjournment**

A motion to adjourn the meeting was made by AJ Montgomery
and was seconded by Jim Garrigan/ALL

The meeting was adjourned at 9:59:00 AM