

# Point Richmond Ridge HOA

## Board of Directors Meeting

Wednesday; October 30, 2024, 6:00 PDT

Treeese Residence

### Meeting Minutes

1. Call to Order, 6:01 PM, October 30, 2024.
2. Establish Quorum
  - a. In attendance: Tom Huffman, Steve Treeese, Marc Janes, Tom McKee, Bruce Harjehausen
3. Approve as amended BOD Meeting Minutes for September 2024
  - a. Will forward to AJ Montgomery for upload to PRRHOA website
4. Approved minutes from October 16, 2024, special BOD meeting to discuss changes to bylaw 7.9.6 regarding RV storage
  - a. Will also forward to AJ Montgomery for upload to PRRHOA website
5. Officers' Updates – deferred to next meeting to prepare for November 9, 2024, Annual Meeting:
6. Old Business
  - a. Updates on Website – Tabled
  - b. Corporate Transparency Act status –
    - i. The act will go into effect January 1, 2025, so Steve T will be approving FinCEN Report group contract on October 31, 2024, to handle our BOD reporting.
    - ii. The BOD needs to make sure we have our correct email addresses in Vantaca for the FinCEN Report group to correctly report
    - iii. BOD needs to make sure we have the correct Director accounts set up in Vantaca
  - c. Preparation for Annual Meeting:
    - i. Correct reserve summary has been completed
    - ii. PowerPoint Graphics for meeting underway with each BOD contributing slides to Steve T
    - iii. Approval of annual budget being finalized by Bruce H
    - iv. Sign-in list for Owners and tracking of proxies being put together by Tom H
    - v. Owner Annual Meeting announcement, BOD candidates' names and statement voting form/proxy, 2025 budget and meeting agenda/location packet was mailed on October 13, 2024
    - vi. Meeting site has been reserved at the Gig Harbor Library on November 9, 2024, at 1:30 PM
    - vii. Sandwich boards announcing the annual meeting to be placed at neighborhood entrances November 2<sup>nd</sup>
  - d. Renewal of HOACS Contract
    - i. HOACS has proposed a Collections Policy which Steve T has collaborated on with them. This will involve PRR HOA changing our Bylaw 7.1.1. and the Covenant and Bylaws Enforcement Policy to be consistent with the collection policy. Steve T and Tom H will need to sign the revised policy with them before years end

- ii. Our contract with HOACS is up for renewal before the end of the year and Steve T will reup in November.
  - iii. Steve T will draft a letter of the updating of these policies taking effect January 1<sup>st</sup>, 2025, and will have them sent out to owners after we approve at our scheduled November 20, 2024 BOD meeting.
7. New and Deferred Business.
- a. Storm drains cleaning has been delayed to April/May of 2025 at rainy season's end
  - b. Next level Lot 72 abandoned auto letter and fine going out. They continue to violate Bylaw 7.9.6 paragraph 2. These owners are nearing the limit amount for moving to a lien on their property
  - c. Lot 51 has moved forward and is currently addressing their lawn/landscape issues
  - d. Bylaw 7.9.6 as it applies to the storage of RV's and their appropriate site line or view to the neighborhood was the subject of a special meeting of the BOD on October 16. At that time updating, clarifying and adjusting language was discussed and a draft was approved to take up at our BOD meeting on October 30. The revisions were presented, discussed and a motion to approve by Bruce H and the second by Tom M was made. All BOD members voted to approve the changes effective January 1, 2025. These changes will be included in a mailing to owners and be discussed by Marc J at our Annual Meeting on November 9<sup>th</sup>. Any violators of the updated bylaw will be sent a violation letter in January and have 30 days to notify the BOD of their plan to cure.
8. New action items from this meeting
- a. Regarding the possibility of snow removal from our PRR roads this winter, Marc J will be contacting Jim Caswell. Bruce H will also contact AC Moate (who did our road resurfacing this summer) about providing snow removal services
9. New Items for Next Meeting
- a. Discuss the number of owners who were successful in signing up for HOACS Vantaca software webpage and what help we can provide to those who might be struggling
  - b. Report results of vote for new BOD's and how we begin to transition them in for 2025
  - c. Next meeting scheduled for November 20, 2024
10. Adjourn - Motion to adjourn by Tom M and seconded by Bruce H. Adjourned at 7:35 PM.