

POINT RICHMOND RIDGE HOMEOWNERS ASSOCIATION
BOARD OF DIRECTORS MEETING
September 19, 2020

Minutes of the Board of Directors Meeting of the Point Richmond Ridge Homeowners Association, Gig Harbor, Washington, held via Zoom teleconference, in Gig Harbor, Washington at 3:59p.m. on the 19th day of September, 2020.

- I. **CALL TO ORDER**
 - a. Board Member R. Lee called the meeting to order at 3:59 pm.

- II. **ROLL CALL OF OFFICERS**
 - a. Present: *Randall Lee, Steve Treese, Karen Streeby, Jim Watterson*
 - b. Absent: N/A
 - c. Also Present: N/A

- III. **APPROVAL OF THE MINUTES OF THE REGULAR MEETING** N/A

- IV. **NEW BUSINESS**
 - a. Item - 2021 HOA budget
 - i. Randall suggests we carry the budget format. Needs to be mailed out to the community.
 - ii. HOACS service – Increase our services with them toward HOACS “Normal Service”.
 - iii. Per S. Treese - Next year we need to do the extension of the covenants which will require additional attorney review/time so that will be an increased cost.
 - iv. R. Lee proposes a 25% increase in dues to \$500 per year per household
 1. HOACS increased services.
 2. Reserve alignment with Community 30-year requirements.
 3. Anticipating a cost increase from Thornhill (common plats).
 4. Increased maintenance in Tract B (Playground)
 5. Open Grounds – ongoing maintenance for entryways, pothole repair, road patches.
 - v. Reserve Study – 3 year update, we will do ourselves and published under a new “tab” at our PRR HOA.org website.
 - vi. S. Treese Motions that we approve the budget, K Streeby seconds the motion. This will go out into our Annual Meeting Announcement mailing to our homeowners of record.
 - b. Item – What we need for the mailing to announce the meeting.
 - i. Formal Announcement – Be very clear in the announcement that the host of our meeting has access to their email address. Put an ask up on our web site under Current News and make a request that all those that plan to participate in the annual HOA meeting forward their email address to the VP. Randall will have AJ put something up as a current news piece. To Do – K Streeby put something up on our FB page
 - ii. Copy of agenda
 - iii. Copy of proposed budget
 - iv. Overview of how to participate via Zoom
 - v. Proxy Form (also available on our web site)
 1. Request that everybody turn in their proxies prior to the meeting.
 - vi. Ballot
 - vii. Self-addressed envelope for proxies to be sent in. Sans stamp.
 - c. Timing of HOA meeting
 - i. Nov 7, 4:00
 - d. Action Items
 - i. S. Treese will send the final budget to all BOD

- ii. Cover letter/announcement to go with the mailing – R. Lee will do that as it's a requirement of the president.
- iii. Randall needs to know who is running for the ballot and a short bio.

Steve made a motion to adjourn the meeting at 5:10pm. Seconded by Randall. Motion Carried.