

## **Fairwood Village Association**

### **Annual Meeting**

**Wednesday July 17, 2019 at the Bay Club Classroom at 1 p.m.**

**Meeting was called to order by:** President Dave Cunningham at 1:09 p.m.

**Board Members in attendance:** President Dave Cunningham, VP Charlie Mayfield, VP/Landscaping Mike Raymond and Secretary Victoria Barri.

**Members in attendance (in lot order sequence):** Joe Vozarik, Rick Roehrenbeck, Wynne & Andrea Stevens, Bill Thompson (Jan Young), Erika Mayfield, John & Diane Trujillo, Bob Ebert, Anita-Louise Cressy and John & Sheri Griffith.

**Members represented by Proxy (in lot order sequence):** Jill Bryson & Dick Reynolds, Rob Hamilton, Tony & Cynthia Durham, Nancy Davis, Dinko & Rosie Zampera, Jim & Jenise Harper and Al & Cindy Harness.

**Notification was made by President Dave Cunningham that the SBCA Annual Meeting begins at 3 p.m. today for those who wish to attend.**

**Introduction of new member:** Anita-Louise Cressy, who will be living at 113 Dogleg Lane with her partner Bill Marley.

**Statement by President Dave Cunningham:** An opening statement was read by Dave as to conduct and procedure in the meeting. His statement follows:

I accepted the position of Fairwood Village president in the belief that this was a neighborhood of peaceful, considerate and fair-minded people. I believed our board could govern with a light hand, allowing some leeway in strict parliamentary procedure. In hindsight, I can see this was a mistake (this was said with a laugh).

We are about to vote for a new board of directors. I would advise them to learn from my mistake. Robert's Rules of Order spell out the proper decorum for conducting a public meeting, and we will be following those rules today.

When I finish this brief review of some of the rules that apply to what we're doing today, I will make a motion to open the floor to questions or comments about the election of your new board. No lobbying for or against any candidate will be allowed, and no slander or personal attacks will be heard. This is a democratic

republic, and you are always free to do that sort of thing outside of the realm of this meeting.

I now read to you directly from Robert's Rules of Order:

Speakers must address their remarks to the chair, maintain a courteous tone and avoid injecting a personal tone into the debate.

A member's remarks must be germane to the question before the assembly (in this case, the election of board members).

When a question is pending, member(s) must avoid personalities and under no circumstances can he or she attack or question the motives of another member. The measure, not the member, is the subject of debate.

No member should be permitted to disturb the assembly by whispering, walking across the floor, or in any other way.

No one is entitled to the floor a second time in debate on the same motion as long as any other member who has not spoken desires the floor.

All persons present at a meeting have an obligation to obey the legitimate orders of the presiding officer.

The Chair has a duty to enforce the rules relating to debate and those relating to order and decorum within the assembly.

The Chair has the authority and duty to make necessary rulings on questions of parliamentary procedure.

And finally ... the Chair must ask the member to confine his or her remarks to the merits of the pending question.

I now make a motion that we open the floor to questions or comments from the Members, which of course includes any of our board members.

**Motion** was seconded by Victoria. Passed unanimously.

### **Comments and Questions:**

Wynne Stevens commended Board Members Dave, Charlie, Rob and Victoria on a job well done. Wynne expressed concern over the handling of the landscaping contract and the subsequent potential bankruptcy.

John Trujillo thanked the board and said that we need to move forward as a community and leave the past behind us.

Andrea Stevens asked about the procedure for impeaching a board member. Dave said the board could take a vote to remove a board member. She said she has observed dysfunction within our community, and for the well being of our community, we need a better board moving forward. She presented a statement about what she felt were the attributes that made a good board member. Some of those attributes were honesty, trustworthiness, integrity, communication, competence, kindness and lack of arrogance.

Anita-Louise Cressy stated that she has been involved in many HOA's and they are never perfect. She said she was not afraid to join Fairwood Village. She is excited and loves her new home.

Secretary Victoria Barri said it was important for all members to understand the rules and regulations of the Village. This avoids misunderstanding and enhances communication. She prepared a manual which each Fairwood Village member will receive. It includes a complete set of the CC & R's & the new lawn Amendment, SBCA ARC Design standards, the SBCA ARC Fines and Fees, SBCA ARC Application forms, FVA Board Meeting minutes from 6/6/2019 and FVA Common Area Application and Procedure.

John Griffith thanked the Board for their service and commended Victoria on the manual.

**Procedure for Voting for New Board:** President Dave Cunningham explained the following: According to our CC& R's, there must be at least three and no more than nine members on the board. A member can vote for as many or as few as they wish. They can write in a member not on the ballot. It will be a secret ballot. All proxy/absentee ballots will be counted.

A motion was made by John Trujillo to have five members on the board for this year only. He felt it was important to have an odd number to avoid a deadlocked board. Bill Thompson seconded the motion. The motion passed unanimously.

**Introduction of Potential Board Members:** Dave asked that for the benefit of our new member Anita-Louise Cressy, each individual board candidate to give a brief description of themselves and the reasons they were running for the board.

**John Griffith** felt it was important that Par Four Court had representation. He said he had discussed this with his neighbors, and they agreed he was well-suited to represent their interests. He said he has had previous experience in HOA's, including one in Hawaii. He suggested that having a president and VP for a term of three years might be an approach to consider. He said the VP would be in training under the president and ready to take over when the president wanted to step down. He said this would aid in longevity and consistency. He thanked President Dave Cunningham for doing a good job in a difficult situation.

**Secretary Victoria Barri** said since 2015 she had been on the board in the capacity of president and secretary. She would like to continue. She believes our HOA is improving and hopes that the manual she created will help moving forward so everyone is treated equally and understands the rules. She spoke on behalf of treasurer Rob Hamilton, who was not present, saying he has done an excellent job in a challenging situation. He holds a key position, and whatever support we could give to him would be appreciated.

**VP/Landscaping Mike Raymond** said he and his wife Elaine have lived at 173 Dogleg Lane in the dark green house since 2006. In the past, he has been in both president and secretary positions. He feels it is very important to follow the governing documents, to understand procedures and represent the members who are timid and need to be heard. He said the VP/Landscaping position was a position that he was not familiar with when he took over in that role.

**Rick Roehrenbeck** said in March of 2015, he agreed to accept the VP/Landscaping from Wynne Stevens, who wanted to step down. He was immediately confronted with a slope problem in the Common Area below Par Four Court. He worked hard to resolve that with other members and keep the cost at a minimum for our HOA. For various reasons, he felt he needed to take a break from being on the board, but now he is willing to step back into a leadership role. He acknowledged our HOA has improved and believes it can be even better.

**Joe Vozarik** said he moved here with his wife Victoria in October of 2014. In 2015, he took over from Shirley Cronk as our Architectural Review Committee (ARC) representative. He said he is a "by the book" guy with no agenda. He said you simply follow the rules. He said what is in the past is in the past, and we need to

be done with that. In addition to being our FVA ARC representative, he is on the SBCA ARC committee.

**Discussion of two members of the same household being on the Board:** Victoria said this was brought to her attention a few weeks ago and she reviewed the CC & R's and could not find anything stating it was not allowed. Dave said if someone is able to find something contrary to this to immediately contact the board. Questions about voting power were discussed. Dave said each member of the board always has one vote, but for member votes, any two members of the same household would have to conform to the same rule for all members, which is just one vote per household. Wynne and Andrea Stevens said this has been done in the past, and therefore precedent has been set.

**Voting for the New Board was called by Dave Cunningham:**

Secretary Victoria Barri along with Sheri Griffith counted the secret ballots. Only the top five vote-getters could be elected to the board, given the previous motion.

Eighteen of the nineteen homes voted. The top five vote-getters, in alphabetical order, were Victoria Barri, John Griffith, Rob Hamilton, Rick Roehrenbeck and Joe Vozarik.

Their term starts at the conclusion of this Annual Meeting and will end at the conclusion of the next Annual Members Meeting in the summer of 2020, when a new election will be held.

**Treasurer's Report: (Rob Hamilton in absentia):** Secretary Victoria Barri passed out copies of Rob's report to those present. Previously, Rob emailed all members the report. President Dave asked if there were any comments.

Victoria said state law requires our HOA to have a Reserve Fund study done once every three years. Rob has found a firm in the Seattle area to help us with this, and he would be making a presentation to the board and membership in the future.

Rick Roehrenbeck commented that he would like to meet with Rob upon his return to have an in-depth review/break down of our current landscaping contract in preparation for next year's contact and to discuss the budget in depth.

Landscaping costs comprise the largest part of our budget. He said it most likely would be in our best interest to have a two- to three-year contract, and he also suggested we consider aligning our landscaping contract with the fiscal-year structure of our budget.

Charlie asked about the lawn repayment plan. Dave said Rob continues to work on that and what Rob stated under the “Full Year Income Statement” was correct.

**Landscaping Report by Mike Raymond:** Mike passed out a Landscape Management Proposal to the membership. His suggestions are for membership to expect an increase in landscaping costs based the Puget Sound Consumer Price Index. This year it is 2.8%. Mike recommends planning for 3%.

Our current annual contract with Four Seasons costs \$8,747. If we were to see an annual increase of 3% per year over the next three years, it would rise to \$9,009 in 2020, then \$9,279 in 2021 and \$9,557 in 2022.

He recommended trying to secure a three-year contract, and that is permissible in our current landscaping plan. He said our current provider, Four Seasons, was very familiar with our grounds and maintenance.

He recommended a rollback on the number of times the large grassy slopes in the Common Area are cut. The slope cuts comprise approximately half of our landscaping budget. He suggested having the HOA pay for one cutting a year, and if the adjacent slope owners would like additional cuttings, they could pay for it themselves.

The Common Area would continue to be mowed, but the new contract should add fertilizer and moss control.

He suggested that both Dogleg Lane and Par Four Court entrance areas should have their maintenance added to future contracts.

Mike also recommended to continue to have backflow testing, irrigation startup and irrigation drain-out done at the beginning and end of each service season. Rick Roehrenbeck said he had found a firm that he believes could do this for less than we are currently paying.

Mike recommended that there be slope clearing in the Common Areas once a year behind those homes that have reasonable access. Several members had

input and pointed out that all nineteen homes have different needs with regard to their adjacent Common Area and that said it was important to acknowledge those differences in fairness to all members.

Also acknowledged was the difficulty in getting landscaping bids and the time it takes to do so. Going forward, it was recommended that we communicate better with members about landscaping contracts, and the new board would set this as a priority.

The newly elected board will meet, with three days advanced notice to the membership, to brainstorm and outline needs that they see for the future. Then they would present those ideas to the membership for additional input.

**ARC Report by Joe Vozarik:** Joe said that since January, FVA has received 10 ARC applications, eight were approved, and two are pending. There have been three additional applications for the Common Areas. Two were approved, and one was withdrawn. Joe encouraged members to go through the proper process. If you need help, he is willing to help you.

Mike asked about the Neighbor Notification and Enforcement Policy. Victoria said members could reference the manual she handed out. Joe said the requirements for Neighbor Notification used to be stricter, asking for neighbors' signatures. Now it just requires that the applicant notify the neighbor on either side of them and verify that notification on their application. It is recommended that the applicant keep accurate records of the time and date that they contacted the neighbors. A neighbor may object to any application, but that does not necessarily mean the SBCA ARC will turn down that application. Many factors influence the SBCA ARC in making their decisions. Regarding the Enforcement Policy, Joe said the first step is to notify the neighbor of a violation. The steps that follow that are outlined in the manual. Joe said in addition to being FVA ARC representative, he is on the SBCA ARC committee.

#### **Old Business:**

Dave Cunningham said an **All-Member Potluck Summer BBQ will be Sunday August 25, 2019** in the afternoon. Cynthia Durham is organizing together with Erica Mayfield. Details to follow. It likely will take place in the street on Dogleg Lane, rain or shine, since we have a large tent.

**New Business:**

Victoria said she had spoken with the Fire Department about arranging for them to inspect Fairwood Village homes and replace smoke detector batteries as needed. They will also replace high ceiling lightbulbs if asked. She suggested September as the month for this and is awaiting a response from the Fire Department. They last performed this service for us two years ago.

Several members thanked outgoing president Dave for his service.

**Motion to adjourn:** Made by Dave at 2:55 p.m. and seconded by Joe. Passed unanimously.

**Respectively submitted by:** FVA Secretary – Victoria Wagner Barri