

Fairwood Village HOA Board Meeting Minutes

Date: 1-8-2026

Location Sound Community Bank Conference Room

1. Call to Order: Charlie Mayfield, at 1:03 pm.
2. Board Members Present: Charlie Mayfield, Erika Mayfield, Katie Postlewait, John Griffith, Sheri Griffith.

Others Present: Dave Cunningham

Quorum Confirmed: Yes

3. Previous meeting minutes approved and distributed to membership 12-15-25.

SUMMARY:

- *MOTION 1: Special meeting minutes submitted to Sound Bank, removing all previous signers on accounts and CD's, and updating with new signers: Erika, Katie, Sheri. **Motion carried.***

- *MOTION 2: Transfer funds from association CD's as they mature into a money market account identified by Erika, to maximize return. **Motion carried.***

- *MOTION 3: Establish separate ARC meetings on even months, when timing dictates and the application needs to be reviewed before the regularly scheduled board meeting. **Motion carried.***

- *MOTION 4: Table the Fire Safety Committee until there is member interest. **Motion carried.***

Reports/Old Business:

1. Treasurer's Report:
 - a. Presentation of Special Minutes to be submitted to Sound Bank, removing previous signers on accounts and CD's and establishing new signers: Erika, Katie, Sheri. **Motion 1** made by Erika, seconded by John, motion carried. Copy of minutes to be attached to Board Meeting minutes to all members.
 - b. Erika voiced the need for two-factor authorization on checks written over a certain amount, going forward, for transparency and best accounting practices.

- c. Association CD's have not been reviewed recently, suggested to cash out CD's as they mature and deposit into higher interest money market account. Erica to follow up and advise.
- d. The financial report was reviewed by all present.
- e. 2026 1st Qtr 2026 Dues Collection is ongoing. Sheri will contact SBCA for a form to submit to members to ensure emailing statements.

2. Landscaping Report:

- a. Scott bought and applied reflective tape to the entry posts on Dogleg Lane.
- b. A member requested removing the large rocks at Dogleg entrance. After reviewing with Richard (Landscaper) it is determined they need to remain to protect junction boxes. Scott will improve reflection devices.
- c. \$1,100 spent for Par 4 tree limbing and clean up, and \$75 on debris cleanup on Dogleg in December from the 2025 Additional Landscaping budget line.
- d. Invoices for landscaping will be submitted directly to Katie.
- e. Entry Christmas lighting was installed by Richard as a gift to our community. We appreciate it!

3. ARC Report:

- a. Discussed process for project applications by members: submit to board, board recommends to SBCA, John presents to SBCA. John to email membership with necessary forms in the early spring as a reminder.
- b. SBCA ARC meetings are held 3rd Friday of every month, deadline to submit to our board to be announced.
- c. Proposed to hold separate ARC meeting between scheduled board meetings if immediate approval is needed for a project. **Motion 3** by Charlie, seconded by Katie, motion carried.

4. Reserve Study:
 - a. Charlie to remain the point of contact with Joel Tax, our Reserve Analyst.

5. Road Update:
 - a. Charlie and Katie to work together to keep current on this future project. John will contact county to clarify definition of a county road, and if the county might subcontract a paving project.
 - b. Who owns the paved strip of roadway at the trailhead, where Dogleg begins? John to verify.
 - c. Charlie will get a third bid. Lakeside \$114,660 (6/3), Agate \$75,293 (10/13), spring evaluation.

6. Fire Safety Task Force: **Motion 4** by Katie to table this idea until there is interest from the community. Charlie seconded, motion carried.

New Business:

1. FVA Website: Our website coordinator has been updated with new board members, recent meeting minutes and 2026 Budget to add to our site. John will remain our contact and submit future updates.
2. Erika renewed our FVA entity with the State for 2026. Erika and Sheri will act as governors, with Erika as the contact and holding authority.
3. Discussed old FVA records. All will forward key documents to Charlie.
4. The canopy used for neighborhood gatherings is in good repair and residing with Dave C.
5. Mailbox keys are held by Erika and Sheri.
6. New RCW's: SBCA is taking the lead and giving us updated documents for CCR's/Articles of Incorporation. Katie and Charlie will attend SBCA President's meetings to continue to strive toward best practices.

7. Erika will contact our State Farm Insurance agent to review and possibly update our FVA policy, which is paid yearly.
8. Resident Contact List: Sheri will take the lead on this; updating and distributing to the membership. A copy will be sent out so members to verify their contact information.

2026 Board Meeting Schedule: BAY CLUB Conference Room, 1:00pm.

March 12...May 14...July 9...September 10...November 12. ALL ARE WELCOME!!

Meeting adjourned 3:07pm, by Charlie Mayfield.

Minutes respectfully submitted 1/9/2026 by: Sheri Griffith, Secretary