

DBLA BOD Meeting Minutes

October 4, 2018

Call to Order: 10:02 a.m.

Number of Leaseholders Present: 7

BOD: President: Kate Higgins, Vice President: Mary Wynn, Treasurer: Char Schulz,

Secretary: Anne Lipe, Absent: Officer at Large: Lynn Brem

Staff: Office Manager: Melinda Dewey

Pres msg. Welcome back Linda Enger! This is the last regularly scheduled board meeting for 2018. The next scheduled board work session will be on Apr 25, 2019 and BOD mtg. will follow on Friday Apr. 26th. Kate will be in South America until May, 2019, so Mary will run the first meeting.

Previous Minutes: Anne made a motion that the board accept the minutes from the September 21st, board meeting. Char seconded and the motion was passed unanimously.

Treasurer's Report: Char said that another \$54,000 cd has come due and has been renewed for 90 days at 2.15%. There is approximately \$233k in available funds at this time. Char wants to put \$100K of that amount into a 90 day cd leaving \$133 available for expenses. There were no objections. Char is updating the DA Davidson account (where nearly all DBR investments are held) to include the names of all current board members.

Facilities Mgr. Report: Report Attached

Office Mgr. Report: Report Attached

Committee Discussion – No Reports

Old Business:

1. **Proposals to make money by Billboard Rental** – This is only a suggestion at this time, but the BOD is investigating if it would be worth reviving the old billboard near the laundry room. Melinda has not yet found comparable prices for billboard rentals in our area. Around Seattle they go for \$800+ per month, but there are many variables such as location and if they use electronic messages. She wants to have an idea on prices before she talks to the tribal rep too see if they would be interested in using the billboard. We are only focusing renting to the Seven Cedars casino or hotel. We would also consider the cost to make the billboard viable and allow input from residents. To be continued...
2. **Radclyffe Furniture Replacement Task Force.** Funds are in the reserve so the BOD doesn't need to vote on the expenditure. However, we will wait till Barb and Dave plug all holes in Radclyffe to make sure the rodent problem is under control before proceeding.
3. **CAI** Char will make copies of articles pertinent to DBR issues that she has found in past CAI magazines and will share. Since discovering that our membership fee covers 15 people, **Char made a motion that we add 10 new members to the CAI membership from the list of committee chairpersons.** Mary seconded and the vote was unanimous.
4. **Discussion/Vote on 2018 Year-end Budget Forecast and 2019 Budget** Susie Thrune read the cover letter sent from the finance committee to the board, which accompanied the draft budget package. **Please Read the Attached Budget Cover Letter.** Susie also explained that it is recommended than any HOA have a savings of 3 months operating costs in the bank. DBR currently has ½ month in operational savings available. Therefore the finance committee recommends any surplus from the 2018 budget be moved to operational savings.
 - a. **Char made a motion that any money left from the 2018 budget after all bills are paid should go into operational savings (estimated to be approx. \$7.185)** Mary seconded and the vote was unanimous.
 - b. **Mary made a motion that the board accept the Finance Committee's budget proposal for 2019.** Char seconded and the vote was unanimous.
 - c. **The budget will now go to the leaseholders for approval.**

New Business:

- 1. Procedures and Assessments/Fines for non-payment of Special Assessment** Char and Melinda reported that a few people have not turned in an agreement for a payment plan for the assessment. Those women will be sent an invoice for the full amount due if payment is not received on Oct. 15th. However, if they ask to go on a payment plan they will allowed to do so.

Char stated that the BOD would like to avoid having to place a lien on anyone's property and suggested that we set a fee for late payment of the assessment at \$25 per month and follow the process established for failure to pay the monthly maintenance fee. She will make courtesy calls to the five (or so) leaseholders in question next week to find out why they haven't responded and let them know their options for paying their assessments. These are leaseholders in good standing but some are seldom visitors to DBR.

Char made the following motion: For late or non-payment of the special assessment, the BOD will follow the procedure for delinquent payment of the park maintenance fee as outlined in the DBR best practices, assessing a \$25 late fee per month for the first 90 days. After 90 days, the procedure outlined in the CC&Rs section 4.3 will be implemented, placing a lien on the property and requiring payment of legal fees plus 18% on the remaining balance due. Mary seconded the motion and the vote was unanimous.

- 2. Bona Fide Offer on lot 78:** On October 3rd the BOD voted by unanimous written consent to NOT exercise the BOD's first right of refusal on Bonnie Del Boca's offer to purchase the lease on DBR # lot #78.

Reminders:

- **Beginning now and throughout the winter, bring ALRC requests directly to Barb for quicker action,** rather than leaving them in the ALRC box. Barb and Penny will review.
- **OUR LAUNDRY AND WORKOUT ROOMS ARE NOW FRAGRANCE FREE AREAS AND ONLY "FREE AND CLEAR" LAUNDRY PRODUCTS MAY BE STORED OR USED IN THE DBR LAUNDRY ROOM** including detergent, dryer sheets, stain remover, fabric softeners and any other products.

Motion to Adjourn: Mary made a motion to adjourn which was seconded by Char

Adjourned: 10:45a.m.

Submitted by Anne Lipe, Secretary