

SPECIAL FOUNTAINS BOARD OF DIRECTOR'S MEETING

DATE: March 26, 2024

The meeting was called to order at 1:00 P.M.

BOARD MEMBERS PRESENT: Donovan Madden, Chair, Irene Jordon, Treasurer, and David Smith, Maintenance, constituting a quorum.

OFFICERS PRESENT: Bob and Karen Markel, Landscape, Joan Mathews, Newcomer's Welcome, Janet Giovannetti, Forum Editor and Julie Helle, Secretary.

NEW BUSINESS: The purpose of this meeting was to discuss the need to increase our insurance coverage amount for crime and fidelity on Fountains property. FDIC currently covers amounts in bank accounts up to one million dollars. Irene explained that The Fountains accounts now exceed that amount. After discussion, it was moved and seconded to increase the insurance coverage to two million dollars at an additional cost of \$131.00 per year. The motion was approved.

MEETING ADJOURNED: The meeting was adjourned at 1:15 P.M.

Respectfully submitted,

Julie Helle, Secretary

FOUNTAINS BOARD OF DIRECTOR'S MEETING

DATE: March 11, 2024

The meeting was called to order at 3:00 P.M.

BOARD MEMBERS PRESENT: Donovan Madden, Chair, Irene Jordan, Treasurer, and David Smith, Maintenance were present, constituting a quorum. Donovan welcomed David to the board.

OFFICERS PRESENT: Bob and Karen Markel, Landscap, Joan Matthews, Newcomer's Welcome, Judy West, Resident Information and Communication, and Janet Giovannetti, Forum Editor were present. Elena Madden, Assistant Treasurer, Jim Cunningham, Arborist, and Lee Cunningham, Neighborhood Watch/Disaster Committee were not present.

RESIDENTS PRESENT: Bill Norton, #59, Neal Sanders, # 6, Dottie Francis, # 66 and Ann Arnold, # 41. No questions or concerns.

SECRETARY'S REPORT: Julie Helle: Julie requested a motion to approve the minutes from the February 12, 2024 board meeting. The motion was made, was seconded, and approved.

TREASURER REPORT: Irene Jordon

1. Funds on Hand at February 29, 2024:

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|-----------------------------------|--------------|
| a. Total Reserves Funds on Hand | \$850,400.40 |
| b. Total Operations Funds on Hand | \$134,465.95 |
| c. Total Funds on Hand | \$984,866.35 |

2. Check numbers 14292 through 14303 were issued for a total of \$48,067.70. There were no debit card charges. Checks outstanding at month end totaled \$30,515.12.

3. WA Fed CD 1184027306 will mature on March 16. As has been the practice it will be rolled over to the best rate.

4. Judy West needs to be approved to be a Treasurer Assistant. She has been handling all the checks and deposits for some time now.

Irene Jordon made a motion to approve Judy West to serve in the assistant treasurer position as Elena is unable to do it at this time. This position and the Resident Information and Communication positions will be combined. Elena will continue to pick up the invoices at Box 6 at the clubhouse.

David Smith as the new Maintenance Director will be put on the debit card account at Home Street Bank.

The motion to approve these changes and the Treasurer's Report was made, was seconded, and approved.

NEIGHBORHOOD WATCH COORDINATOR/DISASTER COMMITTEE: Lee Cunningham: Not present.

NEWCOMER WELCOME, NEW RESIDENTS: Joan Mathews: The new resident in #49 will move in the end of the month. Discussion followed about other changes; Marilyn Katz, #97 has moved into the estates. #67 has a new buyer and the property is to close March 21. Suzanne Harris, #75 has moved, and Gunther Schulze, # 18 has passed. Contact information for Gunther's family will be emailed to board members. Thank you, Neal, for obtaining that for us.

RESIDENT INFORMATION AND COMMUNICATION: Judy West: No report

FORUM EDITOR: Janet Giovannetti: Janet will share information about spring cleaning, to check around our units for any issues, and remind people to clean heat pump filters and dryer vents; also, a reminder to check smoke detector batteries and be aware the detectors are only good for about 10 years. The brand name of the detectors installed here is "Kidde."

ARBORIST REPORT: Jim Cunningham: Not present.

LANDSCAPE REPORT: Bob and Karen Markel: The pond people have come. The sump pump for the upper fountain is not working but the fountain is running ok. In the lower fountain, a PVC pipe is broken, but the pond people are replacing it today. Bob and Karen are getting an estimate to drain, clean and refurbish the inside in the fountain. Karen noted that as the weather is getting nicer, she needs volunteers to help plant flowers again by the fountain. She hopes it will be done by the first of May. Let her know if you want to help plant.

MAINTENANCE REPORT: David Smith: David asked if meetings could be recorded to make it easier to take notes. Irene advised him that for legal reasons, our lawyer has advised against it.

David asked if the outside window washing still needs to be offered to residents. It is a cost of around \$3,000 that could be used better elsewhere and rain and debris from the yard work soon dirties them again. Some windows are also hard to get to and the current window washer refuses to do them.

The screen repair project is going well and it was noted that now there are not many screens to repair each year. Some residents are having their sliding doors and windows replaced. They are requested to save their old screens and David will pick them up to be reused.

There is a leak in the garage behind #43. The garage roof runs up to the building through vents and the leak has caused mold to grow on the sheetrock. The cost to replace two roof vents and repair the sheet rock will be \$6,400. OSHA also requires anchors to be placed on the roof for the

worker's safety. The cost is \$95 for each anchor. It was suggested that possibly the workers could treat the moss at the same time they do the other work.

The next annual meeting and how to better assure a quorum was discussed. Suggestions were made to start planning sooner, send out information more than once and put it in the forum. Residents do not need to attend the meeting to be counted for the quorum; they can vote by putting their ballot in box 31 or by proxy instead if they wish.

OLD BUSINESS: None

NEW BUSINESS: None

NEXT MEETING: April 8, 2024

MEETING ADJOURNED: the meeting was adjourned at 3:53 P.M.

Respectfully Submitted,

Julie Helle, Secretary

FOUNTAINS BOARD OF DIRECTOR'S MEETING

DATE: February 12, 2024

The meeting was called to order at 3:00 P.M.

BOARD MEMBERS PRESENT: Paul Brock, Maintenance, Irene Jordon, Treasurer and Donovan Madden, Chair, constituting a quorum. Also present were officers Joan Mathews, Judy West, Bob and Karen Markel, and Jim Cunningham. Janet Giovannetti was excused.

RESIDENTS PRESENT: Dottie Francis, #66, Dave Smith, #25, Neal Sanders #5, and Ann Arnold, #41.

SECRETARY'S REPORT: Julie Helle: Julie requested a motion to approve the December 11/2023 minutes. The motion was made, there was a second and it was approved.

ASSISTANT TREASURER REPORT: Judy West for Elena Madden: All units were paid in full for December 2023 and January 2024.

TREASURER REPORT: Irene Jordon:

December:

1. Funds on hand December 2024:

- a. Total reserves funds on hand: \$ 840,887.45
- b. Total Operations Funds on hand: \$ 67,118.33
- c. Total Funds on hand: \$ 908,005.78

2. Check numbers 14270 through 14281 were issued for a total of \$56,946.46. There are no debit card charges. Checks outstanding at month end totaled \$6,560.68.

3. A Washington Federal CD matures on 1/26/2024. Best rates have been with the 13-month CD and the expectation is that will be the case for this CD.

4. A Washington Federal CD matures on 1/26/2024. Best rates have been with the 13-month CDs and the expectation is that will be the case for this CD. Irene asked for a motion to approve the December Treasurer's report. The motion was made, there was a second and it was approved.

January:

1. Funds on Hand at January 31 , 2024 :

- a. Total Reserves Funds on Hand: \$ 831,203.17
- b. Total Operations Funds on Hand: \$ 133,865.73
- c. Total Funds on Hand: \$ 965,068.90

2. Check numbers 14282 through 14291 were issued for a total of \$31,781.83. There were no debit card charges. Checks outstanding at month end totaled: \$ 14,189.72.

3. Washington Federal CD 1184 059754 matured on 1/26/2024 and was rolled over to a new 13 month CD at 4.6%. Irene asked for a motion to approve the January Treasurer's report. A motion was made, there was a second and it was approved.

NEIGHBORHOOD WATCH COORDINATOR: Lee Cunningham: Jim reported for Lee that there is nothing new. Lee continues to attend the Disaster Committee meetings.

NEWCOMER WELCOME, NEW RESIDENTS: Joan Mathews: Unit 49 has sold and the new owner plans to move in the end of March. Joan has visited with her. Unit 67 is still on the market. Several other units may come up for sale in the next few months.

RESIDENT INFORMATION AND COMMUNICATION: Judy West: No report.

FORUM EDITOR: Janet Giovannetti: no report, not present.

ARBORIST REPORT: Jim Cunningham: Jim reported that he did not see any damage from the storm. Bob reported that some trees behind the garages by the ravine have damage and the taller trees near the lower fountain need to be trimmed. Jim said that last year trees were trimmed away from the buildings and this year other trimming will be done. It was noted that a tree near Unit 45 is leaning and could fall on unit 45. This tree is owned by the apartments, so the apartment manager will be contacted.

LANDSCAPE REPORT: Bob and Karen Markel: Bob reported that there may be damage to the grass from the storm and where people walked on it and walked their dogs. Some plants may need to be replaced, that will be determined after the growing season starts.

MAINTENANCE REPORT: Paul Brock: No report.

OLD BUSINESS: None

NEW BUSINESS: There was a brief discussion about the annual meeting on February 21 on how to disperse the ballots, when set up will take place and the need to make sure each unit only has one vote. Some have already voted by putting a ballot in box 31. Tables and chairs needed for set up were also discussed.

NEXT MEETING: Monday, March 11, 2024 at 3:00 P.M.

MEETING ADJOURNED: It was moved, there was a second, and it was approved to adjourn the meeting at 3:40 P.M.

Respectfully Submitted,

Julie Helle, Secretary