

**Rainbow Springs Community Club, Inc.**  
**P.O. Box 388 Granite Falls, WA 98252 (360) 691-2683**  
**Board of Directors Virtual Meeting Minutes**  
**October 20<sup>th</sup>, 2021**

**Meeting called to order by:    Jacob Bruce    at    6:35    PM.**

**Roll Call: (Virtual Meeting via Zoom: Meeting ID #758 7388 5543)**

- |   |                                       |
|---|---------------------------------------|
| 1. President: Jacob Bruce – Present       | 6. Trustee: Maelissa Knobel - Present |
| 2. Vice President: Marty Schoos – Present | 7. Trustee: Kyle Knobel - Present     |
| 3. Secretary: Open                        | 8. Trustee: Tim Atkinson - Present    |
| 4. Treasurer: Open                        | 9. Trustee: Open                      |
| 5. Trustee: Greg Nelson – Present         |                                       |

**Minutes taken by:    Maelissa Knobel**

**Homeowners Present: Margaret and Brian Warr**

**Special Requests from homeowners: None**

**Treasurer report:**

1. Approval of August Treasurer report – McPhersons sent via email
  - a. Jake motions to approve, Maelissa second, all in favor.
2. Approval of September Treasurer report – McPhersons sent via email
  - a. Jake motions to approve, Maelissa second, all in favor.

**New Business:**

1. Approval of August meeting minutes
  - a. Jake motions to approve, Maelissa seconds, all in favor.
2. BOD Changes
  - a. Homeowners who have expressed interest in joining the board. Maelissa will get all the information updated and added as well as overall access and communications.
    - i. Margaret Warr volunteers to join the BOD
      1. Marty motions, Maelissa seconds, all in favor
    - ii. Brian Warr volunteers to join the BOD
      1. Maelissa motions, Kyle seconds, all in favor
    - iii. Tina Dingman expressed interest in joining the BOD
      1. Did not attend
    - iv. Gabriel Hollandsworth expressed interest in joining the BOD
      1. Did not attend

- b. Maelissa moving from Trustee to Secretary position
  - i. Jake motions, Greg seconds, all in favor
- 3. Review community landscaping bid
  - a. The board agrees that we need to outsource a third party to complete community maintenance. We cannot maintain the entire community as the board with no assistance in work parties or community engagement. We will look for additional bids and get the information out for the community to review prior to accepting any bids and or signing a contract. Maelissa will add this information to the website as well as the newsletter to get the information into the hands of the community.
  - b. Maelissa makes a motion to approve the landscaping one-time cleanup for \$4368.00 on the landscaping bid, Tim seconds, all in favor.
- 4. Homeowner recommended “hot tape” for speed bumps
  - a. Possibility in the future, board needs to research and revisit at a later date.
  - b. Marty will obtain a bid on total cost and bring proposal to the November meeting to be reviewed during the annual budget meeting.
- 5. Executive session to be held at end of meeting
  - a. New owner escalation
  - b. Legal order
  - c. Ongoing property issue

### **Unfinished Business:**

- 1. **Gate:**
  - a. Yellow pole guard repair update
    - i. (Jake, Marty, Kyle) Jake will work on getting this completed by year end.
  - b. Gate Rollers (Jake)
    - i. Jake has been working with a non-community member who has expressed concerns with the noise when the gate is opening. We need to stay on top of the lubrication for the rollers to avoid the excess noise. We will investigate other ways in an attempt to avoid the noise by trying alternative tapes or add a sound barrier of some sort. Marty will call the homeowner to discuss the options and see what approval we can get to identify a resolution.
  - c. Have the gate owner updates been going, ok? Is the process working?
    - i. Things are going well with no issues.
  - d. Gate Remotes
    - i. We have 1 new paid invoice needing delivered
      - 1. Maelissa will confirm with Michelle on how many so that Jake can make the delivery.
    - ii. How are we doing on inventory?
      - 1. We are good for now; we will need to review inventory after the beginning of the year. When we get down to 1 single box of remotes, we will need to make a purchase for additional inventory, Tim will let us know when we reach that amount.

## 2. **Dam/EAP:**

- a. (Jake) Did we receive next steps from SEPA?
  - a. We have not heard back yet from the documentation that was submitted.

## 3. **2021 Bi-Law Revision's**

- a. (Maelissa and Greg) Communications did not go out, how should we proceed forward?
  - i. Diana Roe, Kim, and potentially Jodi expressed interest in joining the committee for the neighborhood (prior meeting)
  - ii. Social Media, Newsletter, and Gate Signage will be placed with a new date of 11/1/21-12/1/21, Maelissa will own the advertising and Greg will own the actual process.

## 4. **Amenities**

- a. September Work Party Recap
  - i. We set posts for the outflow; this process was not successful. We will need to rent the appropriate equipment to get this completed when the season allows. We did not have a positive turn out from the community, so the list of items completed was minimal. We did have some homeowners who volunteered to paint the speedbumps and do some trash pickup.
- b. Bus Shelter Update
  - i. We have all the supplies to install the shelters, but we do not have the manpower to complete the installation. We need 6 bodies to volunteer to get this completed so that the children have a safe place to catch the bus during the winter months. We currently have 3 available board members and need 5 more people to help. Maelissa will take care of the advertising and asking for involvement with a target date of 11/6/21.

## 5. **MacPhersons Property Management**

- a. (Maelissa) Update/Progress on Div. 1 lot 89, Deutsche Bank?
  - i. Send to BOD on 10/18 with most recent update. Maelissa will reach out to Michelle and see if we can put a lien on the property and update the board when I hear back.
- b. (Tim) Report of new homeowners – Sent via email
  - i. August and September welcome baskets need delivered
    - 1. Tim is up to date through the middle of Sept, he will deliver the others outstanding.
  - ii. Feedback or edits needed on the new inserts for welcome baskets?
    - 1. Board approves
  - iii. Did Tim receive a shed key?
    - 1. received

## 6. Communications and Follow-up

### a. Email

- i. (Maelissa) Currently working on one balance forward concern from a homeowner
- ii. No additional outstanding items needing addressed

### b. Website

- i. (Maelissa) Board members, events, and meeting minutes have been updated
- ii. No additional outstanding items needing addressed

### c. Calls

- i. (Marty) Any new calls that have not been worked?
- ii. One escalation for a new homeowner that purchased a vacant lot and is upset about being in an HOA. We have called a few times and he has not responded at this time.

## 7. Community Roads

- a. (Jake) Road maintenance was completed in the community in the month of September
  - i. Jake has been in contact with the manager to a full neighborhood reseal, the quote is higher and needs to be considered in the future.

- b. (Jake) Pothole was identified near the lake that has been growing at a fast rate. We have all the supplies but just need a break in the weather to get this completed, we will attempt to complete by this weekend.

## 8. Brush and Tree Cutting Notice Discussion

- a. (Jake) Were all notices sent out to the community?
  - i. We will work on getting these out by year end.

**\*\*\*\*Executive Session to be held at the end of the meeting\*\*\*\***

**Started at 8:06 pm.**

### **Items to be discussed at a later meeting:**

- Cloud Storage vs Brick Storage
- Second Gate programmer training
- Emergency access road
- Review for Renew MMM Mowing Contract
- Changing Phone service provider
- Annual Budget Meeting Prep
- Winter Prep and Actions for final meeting of the year
- Update website and FB with landscaping bid info once received
- Hot tape for speed bumps

**Meeting adjourned by:   Jake                   at   8:06           PM.**