

Stonybrook HOA Board meeting
September 22, 2020

In attendance:

Secretary: Cathy Hutchens (temporary acting President)

Communications/Treasurer: Nada Conner

Web design/Neighborhood liaison: Emily Jenkins (maternity leave)

Meeting begins at 7pm

Review use of PayPal account.

Verify Nada has access to check for payments and request transfers.

Requires 24 hr PayPal prior to transferring to First Federal. Transfers are listed as taking 1 – 3 days. Ours has transferred within 24 hours of requesting. We had 5 homeowners make payments via website to date.

Each time you request payment transfer, you can generate a report to show which homeowner paid. We email this report to Practical Solutions so they can update homeowners account appropriately.

We accessed the website Wix to see how to load new data and clean up old documents. Between the two of us, we were not able to see how Emily modified the documents prior to posting.

We will review with her on our next session.

Nada would like to be able to post documents.

I would like to see our meeting minutes posted as PDF documents if possible.

Discuss updating existing documents on site to new format.

Homeowner inquired about adding No Parking signs around mailboxes, for both upper and lower mailboxes.

Contacted City of Bellingham to find out requirements. They would need paperwork submitted outlining the requested change along with drawing to show where signs would be placed.

We decided there would be a lot of work involved for the little benefit which may be gained. We opted to not spend any further time to get any pricing or quotes on material and labor involved.

Discuss email to Practical Solutions for firm update on current Homeowners past due.

Need to send out letters to homeowners requesting account be brought current. If homeowners unwilling to make payments, we need to decide which way to go for collections. Spoke to several agencies on their recommendations. We have 5 homeowners in arrears over 2 years.

Request NW Mowing clean up hedge trimming near the common area, at homeowners request. They will do so on their next trip. Gave contact info so they could schedule directly. As NW Mowing to include this in their yearly quote going forward.

Discuss possibility that Annual meeting will not be able to be in person in 2021.

Have never attempted to hold such a large event online. Will need to put together budget and letter, then start with mailing letter, budget and proxy forms.

End meeting at 8pm