

# *Cooper Crest*

## *Homeowners Association*

2208 Cooper Crest Place N. W.  
www.coopercrest.com

Olympia, WA 98502

June 1, 2017  
Cooper Crest HOA Board Meeting  
Minutes

Time: 7:00 pm

Place: 2333 Cooper Crest Pl

Board members present: Sal Munoz, Richard deRosset

Homeowners present: Mukesh Bhatt, Rusty Horton, Michael Johnston, Prabakaran Manoharan

Meeting called to order at 7:05 pm

Sal introduced the new HOA management company, VIS Group, Inc.'s proposal which had been emailed to board members earlier in May. It is a company recommended by Goldcrest HOA. Sal interviewed the representative on the phone and per Sal "he gave us the right kind of answers." This company will handle all the major functions of the board: financial, secretarial, and enforcement. Unfortunately, we will lose the book-keeping service we have, My Office Staff, who is doing a pretty good job. The monthly management fee is \$6 lot/month, with a monthly base fee of \$250. This comes to about \$1090 / month. This is well within the amount we projected for such service. Mukesh and Rusty endorsed VIS Group based on observations of Goldcrest's appearance which is excellent. The contract is year to year with 30 day termination notice. Prabakaran suggested renegotiating more frequent drive throughs for rule enforcement checks and Sal noted that is possible but would of course cost us more. He will discuss with VIS.

We need consistent and regular enforcement of the rules. Currently we have a steady stream of letters requesting compliance that go out to homeowners. The process begins with letters going out informing all homeowners (and tenants if possible) of the rules and the current focus of enforcement by the HOA board. Lately, the focus is on yard maintenance. The requests are being backed up with fines for continued non-compliance. For persistent non-compliance, we have asked our attorney to take legal action against the homeowners. Most any management companies will have one drive through per month to check for compliance. That means that concerned homeowners will need to be the extra eyes and ears for the neighborhood. Photos and notes of non-compliance will need to be provided to the management company by us to ensure consistent rule enforcement.

We expect to make the transition to VIS by December 1. Before then, we will be getting out the dues letters (incorporating the dues increase for cost of the management company.)

Sal reminded all of his intention to step down from the board at the end of this year. We will need to elect a new board member to replace him during the winter annual HOA meeting. It is important to identify an acceptable member of the community willing to step up to the role. Michael and Rusty said they would be willing to serve on the nominating committee again to help identify such a person. Much discussion ensued about the HOA membership, the history of our HOA, repeat offenders and possible candidates to serve on the Board.

Possible candidates identified: Chris Nguyen, Ryan McGaughy, Hubbards, Charlie Clark, Don Cox, Masao Matsuoka or Weiyan Liu.

Other discussions:

Dog poop problem: offer a reward for photo evidence or other irrefutable evidence? Unable to catch dog poop violators.

Rentals: Due to the number of problems caused by rentals, we may look to restrict number, including AirBnB.

Explore purchase of front lot (lot 1) to make into a park: issues are, attractive nuisance, liability, school close by, picnic bench, mortgage the lot, evolution over time, 7 - 10 year plan, put a feeler out

Future expected expenses: pond clean out, sidewalk repair

Rusty wants to systematically review neighborhood for house painting issues now that houses are 12 years old, perhaps a new monument sign more pleasing to the eye, perhaps move large rocks onto fire lane to better places, and suggested cleaning up fire lane.

Meeting adjourned at 9:30