

Burland Homeowners' Association, Inc.

Board of Directors Meeting Tuesday, February 4, 2025, 7:00pm

Meeting Minutes

Attendees:

Board:

Jeff Baker, President

Keith Doubleday, Vice President

Bill Bruner, Treasurer

Bill Beggs, Secretary

Debra Stephen, Director

Members:

Jack Roberts, John Atherton, Beth Atherton, Ella Jeffers, Angie Baker, Gene Durst, Mark Donelson, Stephanie Kott

Non-Member Residents:

David Sitko, Debe Whitford

Call to Order: 7:00 PM. Quorum of the Board was declared.

Review & Approval of Prior Minutes:

January Minutes approved.

General Items

Open Session:

Member Feedback:

There was a question about the shrinking membership and thoughts about how to possibly improve that going forward.

Discussion about the changes to the auto-renew process having some impact. Current numbers are down about 20 from last January. Improving communication will be a big focus for the board in 2025. We have delivered a newsletter this past month and will be sending reminders to folks about our monthly meetings as well as other updates as they occur. All of this should help.

Officer Reports:

Jeff Baker, President:

Communication will be a key focus for the HOA in 2025. We have already sent our first newsletter this past month. We are looking to modify the metal signs that can be placed at the entrances to the neighborhood for upcoming events.

We are looking for folks that want to participate on the HOA board so let us know if you are interested.

Bill Bruner, Treasurer:

For the month of January:

Income was \$6,205

Expense was \$8,000

Net **Income**/(loss) for October was **\$2,000**

Largest expense was Insurance Premiums (\$5,669).

We will be working on a budget for 2025 and providing probably a three year forecast based on the tower negotiation processes.

Bill Beggs, Secretary:

The Meeting Minutes for January will be posted to the website shortly after the end of the meeting.

Debra Stephen, Director:

We have the placard ready for the Highline donation. Need to schedule the installation.

Park has been relatively quiet due to the cold temperatures.

Keith mentioned that the pole for the parking lot camera is ready to be installed, once the ground thaws.

Keith Doubleday, Vice President:

Firewise Update:

We are working closely with Fire Adapted Bailey to leverage educational information and access to potential funding efforts to help with mitigation projects, such as Team Rubicon. Team Rubicon was here last year and is planning to be here in 2025 to help with mitigation. They are working on the details for their plans.

Fire Adapted Bailey helps coordinate between larger organizations and local communities to help address the wildfire risk in our local community.

I will be also working on adding the ability for the local neighbors to record their mitigation progress like we did late last year. We need this information so that we can continue to qualify for our Firewise recognition. This recognition can lower some insurance rates and maybe help us from being canceled.

By-Laws Proposed Changes:

We completed the proposed changes to the Bylaws at the January meeting and we are voting on some additional language at this meeting. Since the annual membership meeting will now be in September and the newly elected board members will take office in the following January, these changes put structure in place so the outgoing board does not make major decisions that may impact the newly elected board. This provides guidelines and a method to make sure the new board is involved in the decision. This also allows us to complete a better transition for the new board members including account access.

Keith made a motion to approve the additional text for the bylaws, it was seconded and approved unanimously.

Tower Project Update:

As mentioned last month, we have a signed agreement for the tower project with Pacific Coast Towers to build the new tower and manage the tower-related assets.

PCT is currently working with the carriers to get their commitment for building the tower and for increasing the monthly rents. They are working for a summer timeframe for starting the construction, if all goes to plan.

Member suggestion to write up a high level overview of the tower project and how that helps Burland.

Committee Reports:

We are working to form a membership committee this year as well. Anyone interested contact Angie Baker.

Old Business:

Closing Open Session:

Action Items:

Adjournment: 8:12 PM