

Burland Homeowners' Association, Inc.

Board of Directors Meeting Tuesday, June 4, 2024, 7:00pm

Meeting Minutes

Attendees:

Board:

Jeff Baker, President

Bill Bruner, Treasurer

Bill Beggs, Not in Attendance

Debra Stephen, Not in Attendance

Keith Doubleday, Director

Jon Morillo, Director

Members:

Jack Roberts, Tiffany Stanescu, Robb Green, John Gleason, Angie Baker

Non-Member Residents:

Ella Jeffers, Steve and June Vincze

Call to Order: 7:01 PM. Quorum was declared.

Review & Approval of Prior Minutes:

General Items

Jeff shared that we have an open position on the HOA board. If anyone is interested in joining the board, please let us know.

Open Session:

Member Suggestion – Suggested that we send out email reminders about the monthly HOA meetings to get more attendance.

Member Suggestion – Suggested that we post the signs at each of the entrances to Burland Ranchettes. We may have these signs in storage. Board members to check.

Officer Reports:

Jeff Baker, President –

We had a donation of about \$5,800 from Highline for the purchase of Mulch for the playground areas at the park. Highline also provided four of their folks to help with moving the mulch along with Jon Murillo, Keith Doubleday and one of our members – Andy. Thanks to everyone that came to help. We will be looking at options for moving the remainder of the mulch and playground border work. Additionally, CNC Landscaping made a donation of about \$270 for taxes and fees for the mulch delivery. Thank you, CNC Landscaping!

Jeff made a motion for the purchase of materials for the park not to exceed \$2,000. Motion was seconded and approved.

We have put the construction permit for building the new tower on hold until we can secure funding commitment for the new tower from the tenants (carriers). The initial estimates for the new tower are about \$1.4M - \$1.6M. This could be higher based on actual construction costs.

Bill Bruner made a motion to table the permit discussion until the July meeting. Motion was seconded and approved.

The Burland HOA Annual Picnic will be held on July 27, 2024. Linda Murillo is leading the team to organize this event.

Bill Bruner, Treasurer –

First is the monthly report, the P&L for the month of May. We have about \$66,000 in our checking account.

For the month of May we had about \$4,400 in income.

We had about \$5,500.dollars in expenses, so we lost about \$1,100 in the month of May.

The biggest reason for that was the software that we bought. That was \$2,000 and also legal expenses. Jon did ask me to look and do a kind of a quick projection. If we had no tower income and no tower expenses.

This is only based on last year's numbers.

Last year we lost about \$23,000.

Our average membership income is around \$3,000 a year.

With the \$66,000 that we have in checking, we could last about three and a half to four years with no income.

Regarding the investment account, I should have access to the account any time now.

Bill Beggs, Secretary –

Not in Attendance.

Committee Reports:

Association Sphere – Keith shared that the software is set up for board member access at this point. We need to get the membership information loaded into the tool. Waiting for Bill Beggs to be able to export that data. The software has capabilities to hopefully address the problems with emails not being delivered to some folks. The software has mechanisms to support getting around that process, verifying the domain and verifying that it's an authentic email and not spam and all those kinds of things.

Association Sphere has a lot of capabilities including campaign management, connection with finance systems, membership management and a ton more. We are currently focused on getting the membership loaded and improving communication with members. We can look at the expanded features after that.

Firewise – Bill Beggs shared that Team Rubicon was planned to be in the neighborhood this month, starting on June 8th. He had targeted about 20 properties as candidates for mitigation and three have been confirmed. He was waiting for confirmations from the remaining homeowners. The list of homes came from the prioritized list of homes from the Saws & Slaws program.

Team Rubicon is an externally funded team that does work all over the US. Providing mitigation services is one of their charters. We have been working with Team Rubicon to replace our own Saws & Slaws program that we had to end due to liabilities.

Member Question – The 8th of June is four days away, and we only have three confirmed. How do we get the rest confirmed.

Jeff and Keith are working with Team Rubicon to identify and get the commitments for the remaining properties.

Annual Picnic – The annual picnic is scheduled for July 27th at Weakland-Fawks Park. Linda Murillo and Angie Baker are working on the details for the event as well as notifications.

Feedback from members is that past picnics have had attendance of 25 – 30 people. The goal is to expand that and help increase HOA membership. Linda was thinking about having games for kids like Tug-of-war and maybe a scavenger hunt.

Park – We had the mulch delivered for the playground areas and had a good first effort with just a few folks to get this into the playgrounds. We need to plan for moving the remainder of the mulch and finishing the task. Looking at solutions including hiring someone with front end loaders and such to move the remaining mulch. Currently an open item to address. Keith made a motion for funding of up to \$2,000 for the picnic budget, including the roughly \$600 in mailing. Motion was seconded and approved.

Old Business:

Closing Open Session:

Member Suggestion – There was a lot of conversation about how to communicate about the HOA and the benefits to new and current homeowners. Suggestions about a welcome packet and campaigns to get out to the community. There is a need for a membership committee to help organize and plan this type of program. If anyone is interested in volunteering to lead this effort, please let the board know.

Action Items:

Keith: Find out if HOA Meeting signs and annual picnic signs are in the storage unit and potentially usable.

Jeff: Check with the HOA attorney about any issues with creating a welcome packet with local businesses included.

Adjournment: 8:28 PM