



HOA Board of Directors Meeting – May 12, 2021

Virtual Meeting via Zoom Video Conference

Attendance

P=Present, E=Excused, A=Absent

Attendance	Name	Position	Roll
	Joyce Stewart	President	Officer
	Connie Hanson	Vice-President	Officer
	Donna Whitehead	Secretary	Officer
	Frank Yandrasits	Treasurer	Officer
	Jerry Mack	ACC & NGPE	Director
	Carrie Blanton	CCR's	Director
	Susan Glicksberg	Government Affairs	Director
	Judy Norman	Landscaping	Director
	Jerry Lilly	Waterfalls & Electrical	Director
	Hamid Koohpai	Social	Director
	Frank Yandrasits	Past president	Director
	Frank Yandrasits (acting)	Ponds and Stormwater	
E	Cristian Gal	Website	Committee
	Lynn Mack, Joyce Stewart	Newsletter	Committee

Quorum?

Others Present:

Board Meeting Protocol

- Board meetings are open for observation by any homeowner who wishes to attend.
- Until further notice, Board meetings will be conducted via Zoom Video Conference.
- Meeting notice will be published one week in advance, with a reminder notice the day prior to the meeting.
- Meetings will begin on time. Log in early enough to resolve any technical issues.
- Zoom meetings will be recorded (video, audio, chat messages).
- Recordings will be paused (or edited) if sensitive information needs to be discussed.
- Zoom recordings will only be shared with Board and Committee members. Recordings will be retained until free iCloud storage capacity is reached. Nominally, this will enable us to retain the three most recent meetings.
- The Board will follow parliamentary procedure for decisions requiring a Board vote.
- Please stay on mute unless speaking. Use the 'Raise Hand' feature to request the floor. For decisions, all board members will be given the option to speak.

Board Meeting Agenda

7:00 Welcome, Attendance, Approve 4/14/2021– Joyce Stewart

7:03 President's Report – Joyce Stewart

7:03 Chair reports

- ☐ Secretary - Donna Whitehead
- ☐ Treasurer – Frank Yandrasits
- ☐ Landscaping – Judy Norman
- ☐ Waterfalls & Electrical – Jerry Lilly
- ☐ Architectural Control Committee (ACC) – Jerry Mack
- ☐ Native Growth Protection (NGPE) – Jerry Mack
- ☐ Covenant, Conditions & Restrictions (CCR's) – Carrie Blanton
- ☐ Government Affairs – Susan Glicksberg
- ☐ Social – Hamid Koohpai
- ☐ Ponds & Stormwater – Frank Yandrasits
- ☐ Newsletter – Lynn Mack / Joyce Stewart
- ☐ Website – Cristian Gal

8:00 Other topics & input from homeowner/s
Review action items for June 9 meeting

Approval of Minutes

Donna Whitehead



7:00 Chair reports

- ☐ Approval of April 14, 2021, minutes

President's Report

Joyce Stewart



Proclamation 20-51

- Nothing has changed since it was enacted in April 2020 in response to COVID
- Empowers associations to conduct board and association meetings remotely
- Allows associations to conduct votes by mail
- Prohibits the charge of late fees and interest

Senate Bill 5011 – Currently waiting to be signed by Governor Inslee

- Will make permanent the changes (voting and conducting meetings remotely) from Proclamation 20-51
- Applies to all common interest ownership communities in WA State
- Adds the ability for associations to give notices to owners electronically once owners have opted in
- Once signed, goes into effect on July 1, 2021, and becomes legislation
- Should not be a lapse between Proclamation 20-51 ending and Senate Bill 5011 going into effect

- **Isola House**
- **Moss on Sidewalks**
- **Ditch**
- **Gift a Tree**



May Treasurer Report

Frank Yandrasits



Statements (Year-to-Date as of May 5, 2021)

- Profit and Loss
- Expense Detail
- Balance Sheet

2021 Reserve Fund Study

- Draft Report from RCL sent to Board on April 24, 2021.
- HOA input (questions, corrections, modifications) to the Draft Report provided to RCL on May 7, 2021.
- Final Report expected in a couple weeks

May Treasurer Report

Frank Yandrasits

	2021 Budget	2021 Actual thru 05-05-21	"Reserve" expenses
Expense			
Accounting & Legal			
Bad Debts			
Insurance			
Landscape			
Maintenance Service			
Common Areas			
Irrigation			
JB Bench			
Social			
Garage Sale			
Annual BBQ			
Holiday Lights			
Utilities			
Water			
Electrical			
Misc. Repairs & Maint.			
Taxes			
'Capital' Expense			
Tree Maintenance			
Electrical Repairs			
NGPE			
Total Expense	\$		

This information removed from material posted on the
unsecure Montreux HOA website.

Landscape Report

Judy Norman

Mulching

- 113 yards will be blown on common areas in June
- Plantscapes will prepare the beds and do the clean up after the blowing





Waterfalls & Electrical Report

Jerry Lilly

Architectural Control Committee (ACC) Report

Jerry Mack

AAC Summary

Category	Number of Homeowners Requests	Division
Exterior Painting	0	
Roof Replacement	0	
Fencing	1	1
Tree Removals (on owner property)	0	
Landscape Work	0	

Native Growth Protection (NGPE) Report

Jerry Mack

Received Tree Risk Assessment report from American Forest Management –5/6

- 15 trees added to the 2018 assessment
 - Level of risk is determined by the approximate striking distance to a home
 - 5 high risk recommended to be removed* within next 3 months
 - 9 moderate risk and 1 low risk remove within next 2 years or earlier depending on budget
- Major issues were root disease and decay
- Some trees are actually dead already

*Option is snagging – remove portion of the tree at risk of falling on property line/structure

Native Growth Protection (NGPE) Report

Jerry Mack

Next steps for removal/snagging the 5 high risk trees:

- Work with Frank on funding
- Contact affected homeowners
- Select a company
- Coordinate with the City of Issaquah

Timing goal: complete by August 1

Covenants, Conditions & Restrictions (CC&R) Report

Carrie Blanton

Concern	Number of Homeowners' Concerns	Division
Untrimmed area behind mailboxes on Montreux Drive	1	1



Government Affairs Report

Susan Glicksberg – No Report

Social Report

Hamid Koohpai

- Food Truck Vendors at Montreux – Status / Our Requirements
- Welcome Package Materials to New Homeowners – Status
- 2021 Block Party Planning and Decision



Ponds & Stormwater Report

Frank Yandrasits – No Report

Newsletter Report

Lynn Mack

If you have something to contribute, please send the message and pictures to Lynn at mackhome@comcast.net.

All submissions will be edited and formatted so that the newsletter can be distributed based on the following dates:

Monthly Issue	Inputs Needed By	Emailed to Homeowners
November 2020	Completed	November 15, 2020
March 2021	Completed	February 28, 2021
June 2021	May 17, 2021	May 30, 2021
November 2021	November 5, 2021	November 21, 2021
March 2022	February 11, 2022	February 27, 2022



Website Report

Cristian Gal – No Report

Action Items from April Meeting

- [Code of Ethics](#)

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