**Bridgewood Estates HOA Board Meeting at HOA Office.**

**Tracy Butzko, Diana Kuhr, Mary Perisic, Jim Wise, Karl Henderson, Dianne Matthes joined by phone**

**February 3, 2020**

The meeting was called to order at 6:10 p.m., there were no changes to the minutes from

October 29, 2019.

* The financials were reviewed, budget is on target, $5K will be taken from the reserve account for the gate updates. A discussion was had regarding delinquent homeowners who have been in arrears for years. A motion was made to have the attorney file a judgement letter against the homeowners, the motion passed.

**Old Business/Unfinished Business**

* Tracy has been communicating with the gate company about the updates. A letter will be sent to the homeowners explaining the procedures that need to be done when the update takes place. A suggestion was made to have committees or someone knowledgeable available to answer questions as they arise, Mary has offered to contact the gate company to see what will be involved when the update takes place. After contacting the gate company, Mary will make recommendations at that time.
* The 2018 audit was completed without any problems. The current CPA is retiring, the Board will need to find a new CPA for future audits.
* Diana reported that the Sidewalk and Tree Committee has not met recently, she will contact everyone to schedule a meeting and have a report available for the next board meeting. Diana will try to identify the sidewalks that have the most critical problems for Tracy to get some prices for repairs.
* Tracy got a bid for painting the mail kiosks, it was expensive ($16K). The Board decided to table that decision until a later meeting giving Tracy time to get a few more bids, the painting should wait until late Spring or early Summer anyway.
* Karl is going to give Bob Marshall a call to discuss the website. Other social media was discussed (Facebook/Nextdoor), a blast email is being composed to send out to the homeowners asking their opinions about getting involved, if people want to get involved, some social media policies will need to be put into place.
* Dianne is going to email the ACC to ask them to periodically check on the walking trail between Bridgewood and Trellis Grove where the surveying was done, to ensure that the trail remains unchanged.

**New Business**

* New Board members were appointed:

Karl Henderson, President (finishing out Bob Marshall’s term)

Jim Wise, Treasurer (finishing out Joe Raniero’s term)

Dianne Matthes, Secretary

Diana Kuhr, Director

Mary Perisic, Director

* New signature cards will need to be signed, Tracy will oversee that the cards get signed.
* Storm pond deficiencies were identified by the County. A bid was received from CatchAll Environmental, (a company Bridgewood has used in the past to clean the drains and ponds), along with a bid for a maintenance contract. A motion was made and passed to get the work done and to setup the contract for the maintenance hoping it will help cut down the costs associated with keeping the drains/ponds clean.
* There were no ACC applications to be reviewed.
* Tracy presented the Board with a Scope of Work from HOA Community Solutions, Bridgewood has never had an official Scope of Work before, this will help us identify what needs to be done by the Board versus what HOA Community Solutions (Tracy) will handle within our Scope of Work.
* A date for the annual garage sale was set for June 27, 2020. An email to all homeowners will be sent out and ads will be placed in the Tacoma News Tribune and The Gateway before the event.
* A gift certificate will be given to Michael McKean as thanks for controlling the gates, Tracy will obtain the certificate, Diana will present it to Michael.
* The Board brain-stormed ideas of what software was available (other than email) that could be used as a central point for sharing information and records concerning Bridgewood for the Board, research will be done and a recommendation will be made at a future meeting.

The meeting was adjourned at approximately 8:10 p.m.

Respectfully submitted by,

Dianne Matthes, HOA Sec’y