

Academy Terrace Homeowners Association Board Meeting
December 1, 2022
6:30 pm

Meeting called to order at 6:34 pm by Scott Traynor, President

Board Members Present: Scott Traynor, Annie Lovell, Tami Baker, Tom Williams, Sharon Predoehl

Minutes - November 2022 Board meeting unanimously approved.

Treasurer's Report – Tami reviewed the report. The Board approved obtaining a debit card for the HOA's bank account. Tami will ask the bank if the HOA savings account can earn interest. Tami noted the bill from Tacoma Public Utilities (TPU) for the water service at the park had the base fee plus water usage for the October bill. The Board asked if water was used in October or not. Tami will call Matt Nyman to see if the sprinklers are winterized and shut off. This is so TPU will only charge us for the base fee during non-water usage months. The Board unanimously approved the treasurer's report.

As Scott Traynor is President, he needs to be a signer on the HOA checking and savings accounts.

Old Business

1. Vacant Board Positions – Secretary and Vice President

The Board will discuss these at the January 2023 meeting to see if there are any volunteers to fill these positions.

2. Audit - Scott signed off on the 2022 audit. There was only one item, a bank deposit, for which there was no receipt. Scott signed off on the 2022 audit.

3. Review of the 2023 Master List of homeowners in the HOA (their names and mailing addresses)
Tami completed this list in preparation of creating the HOA dues invoices that will go out by December 3, 2022.

4. Port-o-Potty - Tami said that service for the port-o-potty has stopped for the winter months and she put a lock on its door. In the spring, she will call other services to see if she can find a company that provides the same service but at a lower fee.

5. Big Toy at park – John and Chelley will look into the replacement of the tires; we will need to have more discussion at a later Board meeting.

6. Review of past president's responsibilities – These mainly fall on Scott and Tami.

- a. Gmail email and ATHOA website – Scott is responsible for these two. Scott said he was able to use a Black Friday "deal" and paid for two years for less than the cost of one year - \$261.00.
- b. Keys to the park, totes, and signs for HOA events – Scott has these
- c. Egg Hunt – Tami has items
- d. Tires for Big Toy – Tami will get these from Rob and store them in the locked port-o-potty until they can be installed in the spring.
- e. Contact Matt Nyman to get the lock combination for the big gate at the park.

7. December HOA Board meeting – members will prepare HOA dues invoices for mailing
8. John will reach out to the University Place Police Department about how to set up a Neighborhood Watch program for Academy Terrace. The Board will discuss this at future meetings.

New Business

Scott proposed that the Board develop a master plan for replacement of the Big Toy at the park, as well as develop a plan for new light poles in the neighborhood. Fund raising may be an option for both. We will discuss this at future Board meetings. Tami suggested that we have someone evaluate the Big Toy for safety and durability. If only parts need to be replaced that may be an option to completely replacing it. The cost of replacement could run close to \$15,000.

Meeting adjourned at 7:17 pm.

Minutes submitted by Sharon Predoehl, Board Member