

Natapoc Village Condo Owner's Association

Annual Meeting – May 17, 2015 (approved 5/22/16)

Present: Lynn Withrow & Jim Farmer, Steve & Marie Olson, David Thorbeck, Mary Long & Dan Forbes, Sue Hennessy & Marcus Wood, Mary Anne Thorbeck, Sarah Navarre & Margot Navarre & Stephen Carroll, Lloyd Long, Dick & Joann Swanson.

Absent: Neil & Juli Horan, Dick & Shawn Gleason, Dave & Meg Krah, Charlie & Julie Kindel and Bob & Darlene Jaeger

Proxies to Board: Nick & Michelle Psyhogeos (201) and Brook & Bella Fritz (Unit 104)

Call to Order and Approval of Minutes: The Annual Meeting of the Natapoc Village Condo Owner's Association was held in the condo of Marcus Wood and Sue Hennessy and called to order at 10:10am by President Marcus Wood. Marcus welcomed all in attendance and asked if there were any corrections to the 2014 minutes. **Lynn Withrow made a motion to accept the 2014 minutes as written and Marie Olson seconded the motion and motion passed unanimously.**

Introduction of Manger of CAST: Marcus invited Gary Marks who is the manager of the Kahler Glen Community Association Services Team to come to our meeting and explain a little bit about what CAST does and what services are offered. At the present time Natapoc contracts with CAST for snow removal, lawn care and garbage/recycling services. CAST is also available for help in individual condos and homes. A list of services and potential ways to use CAST are listed on the Kahler Glen Community webpage. That internet address is www.kahlerglencommunity.org Click on CAST Information on the right side of the home page. His cellular contact number is 206 295-1222 and his email is marksgh@icloud.com . Gary says that he is working hard at making the golf course and all common areas look better. He has been working with the irrigation system and knows that Natapoc has always had problems at the start of the season as we are at the end of the line. At the present time lawn care as well as our garbage / recycling is done on the weekends as he has a high school student doing some of that work. That scheduling will change when summer arrives. At the present time we have 2 bins for Garbage and 2 bins for Recycle. Please remember to fill up one bin before starting on a second bin as pay per pick-up. We do have the option of calling for extra pick-ups if bins are full. There is an extra round can in our garage common area for yard waste. Let's try and keep that out of the garbage ... and for sure out of the recycle. Marcus thanked Gary for all the many ways he has helped Kahler Glen and in getting the CAST services up and running.

New Cellular Alarm System: Our fire alarm system has always depended on land lines for communicating with the fire department. As almost all owners have converted to cellular usage it was becoming harder to maintain that system. We recently had our EDS contact come out and install a new cellular system. The boxes for the cellphones are in the garages of Unit 105 for Building A and Unit 106 for Building B. You will notice a new antenna on the outside of the garage walls of each building near the Fire Alarm box. Nothing has changed on the outside Alarm Box for the firemen. We later discussed that there would be an inventory of all the keys in the fire box for the fire and emergency services. It is

imperative that there is a key for each Natapoc unit in the fire box as they need access to all condos in emergency situations.

Infrastructure and Operations:

Asphalt Parking Area: This did not get done last year and is a high priority for this summer. David has info that he will give to Dan.

Lawn Maintenance, Garden Beds and Natapoc Entrance Sign: Our condo units are the first thing that people see when they arrived at Kahler Glen and Marcus feels strongly that we keep at the CAST crew if things are not up to par. We will have to hire someone to redo the plant beds on the berms. Sue Hennessy has volunteered to repaint the Natapoc sign.

Staining and Touch Paint: It is time to redo parts of the buildings that need touch up. Dan Forbes will be working with the new Infrastructure and Operations Committee (Jim Farmer and Steve Olson) to prioritize and get estimates of work that needs to be done. It has also been noted that there is some chipping of the gray surfaces on landing and stairs that should be evaluated. Steve has info on all those products.

Storage Shed: We have previously talked about enclosing the open area between the garages for storage of community items such as ladders, tools, tables & chairs. This will be another task for the Infrastructure Committee to come up with a plan and a budget.

Roofing & HVAC: Marcus said that Natapoc buildings were built in 1998 and we need to assess some of our aging infrastructure. It was agreed that we should have the roof and the heat pumps looked at this summer. The Infrastructure Committee will look into this. David has flipped the breakers in the heat pumps. He asks that you turn on your air conditioning the next time you come up to make sure it is working.

Dryer Vents: It's been four or five years since the dryer vents have been cleaned out and that will go onto the maintenance schedule for this summer.

Firewise Issues: Mary Long and Dan Forbes had the fire department come and to a walk around Natapoc and to do a Firewise Risk Assessment. Mary and Dan lost a home in the Pateros fire last summer and they are thus very passionate about this issue. The Assessment will be sent to the community in a separate email. We talked about many of the issues ... and there are many. After a long discussion on the issues all those present agreed that some things definitely have to change to reduce the risk to our structures in case of fire. One problem that we need to tackle first is removing the trees between Building A and Building B. The firemen need that as an alley to fight fires and a path to water in the pond. Trees could certainly be a fire conduit from one building to another. The roots of these trees have become quite extensive and look like they could do damage to our foundations. All the mugo pines along all our buildings have gotten quite large over time and are a fuel problem in fires. They will eventually need to be removed and replaced with plants that are more fire resistant. Ideally there would be a buffer around building of five feet. River rock is a suggested material to use next to

buildings. Other suggestions are that we replace all of our plastic vents in our buildings with metal vents and get some reflective signage for our address and our unit numbers on our buildings so the fire and emergency personnel can find our units more easily. The Infrastructure Committee will be prioritizing and getting estimates on some of this work.

Treasurers Report: David presented last year's actual budget and the 2015-16 Budget to the group. It will be sent as an attachment to the Community. Natapoc dues will remain unchanged for the next year. He had some minor corrections that will be changed when it is emailed. There was some discussion about the snow removal this past winter and people did not seem happy about it. It will be an ongoing discussion with CAST. David thanked Mary and Dan for digging out all the irrigation valves and is happy to report that the irrigation system seems to be working. Marcus thanked David for his many years of being our Treasurer and doing many maintenance tasks and coordination of services around Natapoc. Everyone was quite grateful for his years of service. **Jim Farmer moved that we wave the audit for another year. Seconded by Lloyd Long and motion passed unanimously.** Sue would like someone to look over the books as she takes office. Jim and Lynn have agreed to do this.

Board Liability: Our condo insurance includes insurance for Director's & Officers Liability Insurance which covers an organization for negligence of omissions by its officers. **Marcus Wood moved that all actions of the directors and officers of the corporation on behalf of the corporation during the past year were ratified and confirmed, provided the actions were within the scope of the directors and officers duties and not outside the normal course of business of the corporation. Motion was seconded by Lloyd Long and passed unanimously.**

Elections of Officers: The Board met a week ago and decided to add a Board Position for an office named Vice-President in charge of Operations and Infrastructure. We decided that this would be a two year position. **Jim Farmer moved that we create this new position of Vice-President in charge of Operations and Infrastructure for a two year term. Seconded by Sue Hennessy and motion passed unanimously. Marcus next nominated Dan Forbes to fill this VP position. Motion was seconded by Sue and passed unanimously.** Marcus said that Jim and Steve have agreed to be on the Operations and Infrastructure Committee to help Dan.

David Thorbeck is stepping down as Natapoc Treasurer and we need someone to fill out the remaining two years of his term. **Marie Olson nominated Sue Hennessy for Natapoc Treasurer for the remaining two years of David's term. Motion was seconded by Dan Forbes and the motion passed unanimously.**

Marcus Wood is ending his first three year term as President of Natapoc Association. He has said that he will run again. **Lynn Withrow moved to nominate Marcus Wood for President of our Association for a three year term. Motion was seconded by David and motion passed unanimously.**

Meeting adjourned at 12:15 pm.

Minutes respectfully submitted,

Mary Anne Thorbeck

Natapoc Village Budget 2015-2016

| | 2014-15 | 2014-2015 | 2015-16 |
|----------------------------|-----------|---------------------------|--|
| | Budget | Actual | Budget |
| Dues/Income | \$ 42,000 | \$ 42,000 | \$ 42,000 |
| | | | |
| EXPENSES | | | |
| Insurance | \$ 13,113 | \$ 11,943.88 | \$ 13,944 |
| Landscape Mtnc. | \$ 3,000 | \$ 1509.02 | \$ 3000 (\$1500 lawn/ \$1500 gardens) |
| Building Maintenance | \$ 3,000 | \$ 125.46 broken valve | \$ 5,000 Paint touch up, seal asphalt |
| Snow Removal | \$ 3,000 | \$ 2,580 | \$ 2,580 |
| EDS Alarm System | \$ 912 | \$ 912 | \$ 1,080 / \$ 1500 annual fees/ cell phone installation |
| PUD electricity | \$ 725 | \$ 832 | \$ 850 |
| Trash pick-up | | | \$ 1,440 4 bins/ 2 trash, 2 recycle |
| Labor | | \$ 765 | \$ 1000 |
| Supplies, flowers, wreaths | | \$ 602 | \$ 500 |
| Reserves | \$10,000 | \$ 10,000 | \$ 10,000 |
| <hr/> | | \$29,270 | \$ 40,894 |

Savings acct. \$ 90,017.54
 Checking acct. 37,529.66
 Less Dues paid ahead 10,000.00

Current Balance/reserves \$117,547.20