

BQR Board Meeting Minutes  
April 11, 2023

- Call to Order 6:00 pm
- In attendance: Board Members and Patty Jones (observer)
- Approval of March 14, 2023 minutes
- Treasurer - acquisition of pool tags/ any other matters
  - Confirmed with Abbey at Northwest Pools that a landline is not required, just need a prepaid phone with limited minutes. By not having to maintain an expensive landline, we will save roughly \$600 a year
  - We were able to save roughly \$220 on pool tags
  - Audit exploration – lawyer advised that the definition for public accountant is broad, encompassing anyone who does bookkeeping for the general public. Thus, we will place the topic of an audit on our 2024 budget once we identify the type of public accountant we might use and obtain several quotes for their services. Keith noted that he conferred with past presidents said an audit has not occurred during the tenure of the presidents from 1997 to now.
- VP - Social Committee/ Facebook
  - Food trucks – working on solidifying calendar for Thursdays during pool full-time hours month of July
    - Robin donated two extra dry erase signs for promoting food truck events
  - Outreach for sponsorships
    - Robin has obtained \$300 in commitments thus far, and is continuing to contact additional businesses to secure further commitments
  - Contact form for information/preferences of residents
    - Robin is creating a form to collect information on residents to establish a distribution list for text and for email. The former will be especially helpful when an emergency arises (for instance, the high-speed chase that occurred in the neighborhood last year).
- Committees
  - Sound-off Resolution: recent sound-off email regarding issues identified in the neighborhood
  - CC&R, Vehicle Parking: On hold until after ballot initiative
  - Architectural – Submission form complete, additional work in progress
    - Ray has been asked to draft several forms to posted on the website including a cover page, a list of approved materials for common projects, along with the submission form. The intent is to make it easier for residents to submit plans, and also outline what information is expected with the submission, i.e. plot plans, proposed materials, permits, etc.
    - Working with Pixel Mongers: web page designed and under construction
  - Pool Committee - Needs sweeping two times per day for 10 days and residents will be asked to volunteer for this task along with board members
  - PA: On hold until committee head is back in town.
  - Welcome – Robin and Summer will take over for the current committee members while they are busy temporarily

- Landscaping – Ray will head up Flower Day event, including purchasing flats of flowers with a \$100 budget. Summer will talk with TLC about donating some flowers.
- Maintenance
  - Lawn Maintenance: \$1100 will be the budget cap per month for May through September; however, this does not include weed control or Christmas lights.
  - Pool Resurfacing project
    - Cost of pool repair
    - Required “No Diving” signs – looking for cheaper sign
    - Possible tarp repair – lack of repair contributes to pool damage from algae
  - Bathroom repairs - \$275 - two leaky toilets, one loose toilet, plumber tried to seal urinal manual flush but urinal needs new flush valve - \$100 part (recommend only use one urinal this year & post ‘out of order’ sign)
    - Must winterize and potentially wrap urinals given the lack of insulation in the pool house. The bathrooms were sanitized and mold cleaned up. We should get a deep clean of the bathrooms at the end of each season. It is also necessary to install an exhaust fan as we are not currently in compliance with city code.
  - Drywall repair quotes
    - \$1500 – Roads Handyman
    - \$650 – Shibumi LLC (mold remediation)
  - Potential future repairs to work into budget for next year (siding, pump converter to 3 cyl)
- Homeowner Reference Guide for CC&R Compliance – posted, print for pool tag distribution
- Permit for dumpsters, pods, and porta potties has been posted.
  - Mail letter and one HOA permit form, likely in June
- Security deposit for reservations
  - \$100 deposit received for first event on calendar, April 22
- Calendar/Events
  - Pass out pool bands and ballot initiative vote
    - Saturday, May 13th from 1-3pm
    - Saturday, May 20th from 12-2pm
    - Saturday, June 10th from 1-3pm
  - Pool Opens May 27<sup>th</sup>, Memorial Day Weekend
  - Annual picnic June 3 12:00 - 3:00pm
  - Community Garage Sale June 10 & 11
  - Spring Newsletter - mailed first week of April in black and white to save money, also posted on website
  - Flower Day: May 20th
- Next BQR HOA Board meeting, May 9 at 6:00pm
- Board Meeting Adjourned