

**Williamswood COA**  
**Board Meeting Minutes**  
**May 15, 2019**

The meeting was called to order by president James Williams at 4:00 PM. All board members were present plus Carol Burton and Lisa Dillon from DCM. Residents in attendance were Pam Asberry 9B, Larry Smith 10B, Jan Loomis 12A.

**Minutes of the April 2019** meeting were read and approved. Pete Langdon added that he had arranged for a notary to come to the community so we could have the revised declarations signed and notarized. Since only two board members need to do this Jim Williams and Susan Fish volunteered to see the notary in the near future at her office to do this.

**Financials:** Lisa verbally presented the latest financial information: OP Account \$15,606.91; Ins Reserve \$7,081.50; MMA Account \$138,293.41; Petty Cash \$300. We discussed the systems to replenish and reimburse; Jim Williams has and will handle the petty cash. Lisa explained also that our MMA presently yields .5% but fluctuates with the market. She suggested we transfer some money (about \$75,000) to a 16-19 month CD which presently would yield 2.4 to 2.75%. Everyone was in agreement so Lisa will research some options through US bank and Homestreet Bank and get back to us with some recommendations. Carol presented two bills for signatures as well, one for legal services and one for Bailey's Landscaping.

**Old Business** Landscaping has been completed with the new plantings behind 6A and 6B. The Stones in 6A are also planning on adding to the flower beds in the future. Bailey's Landscaping has completed the spring weed and feed and has recommended we do it again in the fall. The entry and exit gate arms have been replaced with longer arms and the communication pedestal has been straightened. Painting will commence in the near future; ideally it can be done all at once by Vista. Carolyn will discuss the plans for the painting project with Bob and come up with a schedule timeline for us. Pete has been in contact with Matvey Construction about the sinking sidewalks and the difficult doors may need some minor adjustments by Jim.

**Admin Old Business** The rules and regulations are still being revised and we will continue an email discussion with suggestions and approvals. The board can finalize this. By-laws are on hold for the moment and will need a vote with owner majority to be approved. Overdue assessments were mailed out on 5/7/19, both are pending.

**New Business** We had discussions about the need for speed bumps, (good idea but tabled for now until we check with the local fire department), the timing mechanism on the entry gate, whether we should have different gate codes in addition to the one that is in effect now and the pros and cons of camera monitors at the gate. Carol informed us cameras are not only costly but difficult to maintain, provide little useful information unless there is evidence of vandalism and can precipitate legal problems for the complex.

On the subject of sprinkler activation, M and M Irrigation is supposed to be here this month to do that. Carol will call them and confirm a date.

Many of the units need exterior cleaning due to soot, grime and mold that has accumulated. Carol informed us the roofing group who removed the moss from our roofs also does exterior cleaning and has given us a reasonable bid for this. Carol will call them and see if they are willing to do a "sample" cleaning of one or two buildings to determine if their pressure washing will be effective.

**As per our Rules and Regulations** Use of the clubhouse shall be arranged through our Clubhouse Committee: Pete Langdon and Susan Fish. If residents wish to reserve the clubhouse for a party or event they can contact either Pete or Susan to make the reservation.

Pete Langdon 11B  
langdonconstruction@hotmail.com  
253-691-0052

Susan Fish 7B  
pegasus4787@comcast.net  
253-380-3442

Reminder about pets: The city of Tacoma requires all dogs and cats to be licensed, outside of the owner's yard limited common fenced area a pet must be leashed or carried, all pets must be indoors at night.

Meeting was adjourned at 5:45 PM. Next board meeting is tentatively scheduled for 6/19/19. Jim Williams will be out of town at that time, we will determine whether a June meeting is needed NLT 6/9/19.