

Tuscany at Northshore HOA Board of Directors
MEETING MINUTES
February 24, 2022

Call to Order: 6:32pm

Board: Ronald Moore, Nick Ieronimakis, Jeremy Fleming, Mike Axworthy, Rebecca [REDACTED]

Guests: Linda Elder and Stacy Legg, J&M Account Manager

Meeting Minutes Review

- Board Meeting 12/21/2021 - Approved
- Annual Meeting 1/20/2022 - Approved to be posted to website with edit made
 - Stacy to send RCW information
 - Auditing & Checks/Balances discussed

Board Reports:

- President's - No updates "Life is great"
- Treasurer's - Has items from audit
- Committee's
 - ACC added Lorena & Adam.
 - One person contacted Stacy with interest in joining Park Improvement Committee
 - Ronald forwarded list of names from Facebook post
 - Mike requesting to be included on Park Improvement Committee

Financials:

- Profit and Loss and balance sheet review through 1/31/2022
 - Reviewed Tacoma Water Refund - \$1,013.77
 - **Action:** Mike to look into Contract Account - it is new and didn't exist before J&M Management
- Accounts receivables update
 - Dues invoices out beginning of Jan, due Feb 1st.
 - Accounts receivables from 2/24/2022
 - Board requests to look at P&L from today with consistent dates

Status List Review

- Ronald would like to discuss Renters and options within Rules and Regulations
 - Stacy had suggestion of requiring Owners to provide CCRs to Renters
 - Updated rules & regs example provided to Board.
- Reviewed Tuscany at Northshore gate open request form
 - For gate open requests, Stacy to send out meeting invite to Jeremy & Ronald for requested days and times.
- Stacy will be trying to access call box, to get keys to Jeremy so gate remotes can be programmed
 - Jeremy is out of remotes, and needs more
- Stacy sent website log-in to Mike
 - **Action:** Mike to upload approved minutes
- Landscaping improvements on hold due to weather
- March 17th - Tree cleanup
 - Residents near tree cleanup have been notified

- Trees blocking view of Lot 51 - Owners of trees have been notified
 - HOA can go forward with removing if they pay for it
 - CCR Article 9 3rd paragraph
 - Stacy to send landscaper and arborist contact information to Owners to get estimates, also communicate with lot that made complaint to notify them that it is being reviewed and options explored
- 2020 Audit -
 - Rebecca would like to know what J&M's processes for internal controls are with the following:
 - Gated v non-gated expenses separated
 - Co-signing checks.
 - Vendors and contractors
 - Stacy can send over all contracts & information
 - Vetting process within J&M involves preferred vendor contact list that is updated regularly, removing those that J&M will no longer do business with
 - Gather license & bond information - stored within J&M files
 - Voting on items:
 - Email - has to be unanimous
 - Board - has to be majority
 - **Action:** Meeting between J&M and Rebecca to review processes
 - Mike would like to be included
 - **Action:** Stacy to send 2020 audit & tax return to BOD for review for approval and signatures
 - **Action:** Stacy to look into when Tax Return is due for 2021
 - **Action:** Stacy to get additional bids for 2021 audit.
- Stacy to gather remaining cameras to do hard reset
 - **Action:** Wait to replace camera until we can confirm that other cameras are working
- Asphalt - proposal to bring consultant or professional opinion
 - Stacy to look into survey/surface water
 - Possibly reach out to Pierce County for independent contact
 - Ronald suggests Maintenance & Services type agreement
- **Action for board:** Review meeting minutes

Board Open Forum:

- Board voted on positions
 - Rebecca volunteered to be Treasurer - approved
 - Mike remaining as Secretary - approved
 - Rebecca nominated Ronald for President - approved
 - Ronald nominated Nick for Vice President - approved
- Broken park equipment
 - Stacy to send out email to those interested for committee
- Discussed snowplows - Will be added to Status List spreadsheet
 - Board member suggested setting barrels of de-icer or sand out on snowy days for people to use.

Next Meeting: 3/24 - 6:30pm

Adjourn: 8:36pm.

APPROVED MARCH 24, 2022 BOARD MEETING- UNANIMOUS