**Upland Green Community Organization**

11410 NE 124th Street, PMB 222, Kirkland, WA 98034

Board Meeting Minutes

March 16, 2023, 7:00-8:30pm

**Board Attendance:** Wendy Rea, Amy Evans, Kaila Bryant, Mireille Martineau

**Homeowner Attendance:** Nora Allen

Homeowners Open Forum

* Nora Allen
  + Raised issue of damaged tree that needs to be removed.

1. Call to order
   * Meeting called to order at 7:10pm
2. Establish quorum
   * Quorum established
3. Reading and approval of minutes
   * Mireille made motion to approve; Amy seconded. Meeting minutes approved as submitted.
4. Report of Officers
   * Treasurer – Oscar
     + Wendy noted that dues continue to be received. A few owners are working with Oscar to finalize payments.
   * Landscape – Mireille
     + Landscape quotes continue to be sought.
       - Two of three will manage the dog waste bins.
     + Arborist is preparing a quote to start managing some of our tree issues.
     + Hazardous tree that was removed needs to be stumped and possibly replaced.
     + Homeowner has planted a tree on UG property that needs attention. Decision made to update house rules to allow owners/tenants to plan only within their own property, thereby removing the cost to maintain or remove plantings from the association.
     + Mireille noted that there are still areas the landscapers are neglecting.
   * Architecture – Kaila
     + One roof replacement request received for a single-family home and was approved.
     + One AC unit installation request received. Kaila notified them that an approval is not needed if all equipment is in their backyard/not visible from the street. Owner was encouraged to discuss with their neighbors for their consent.
   * Overflow – Kevin
     + No report.
   * Compliance – Amy
     + Walked the property recently and saw good compliance on trash/recycle/yard waste bins being pulled up from the curb.
     + Continue to have issues with cars parked on lawns. No action currently.
5. Unfinished Business
   * Governing Documents/bylaws vote – Wendy
     + Direct mail has been coordinated; mailing should go out within 2-3 business days.
   * Community Association Membership
     + Have left several messages and email with no response. Wendy to do outreach to other communities to further research; Amy to reach out to a colleague for input from them.
6. New Business
   * Association Liability – Tennis Courts, trails, Green, etc.
     + Discussion regarding our potential liability should someone be injured on UG property.
     + Wendy to reach out to Oscar to see what our insurance policy contains.
     + Wendy to reach out to legal team to confirm Association indemnity and how we can potentially mitigate any liability (signage, etc.). Amy will move the process forward.
   * Open Parking Area Gravel Refresh
     + Amy to follow up with Oscar to determine who we’ve used for this activity in the past and start the process of getting project completed.
     + Railroad ties are degraded; will need to determine options for replacement.
   * Easter Egg Hunt
     + Decision to host community Easter egg hunt; Amy to lead.
     + Wendy to reach out to contacts to get info on food trucks and coffee cart/truck.
   * Sandwich Boards
     + Wendy to investigate new boards as ours are starting to wear from the weather.
7. Adjourn Meeting
   * Meeting adjourned at 8:03pm