**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