**Upland Green Community Organization**

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

Board Meeting Minutes

January 20, 2022, 7:00-8:30pm

Board Members Present: Wendy Rea, Chris Gross, Di Oswald, Amy Evans, Kevin Merkling, Carissa Lawler

1. Call to order
   * The meeting was called to order at 7:09pm.
2. Establish quorum
   * Quorum established.
3. Reading and approval of minute
   * Minutes will be approved via electronic correspondence once available.
4. Report of Officers
   * Treasurer (Wendy Rea reported on behalf of Oscar Tiburcio)
     + 2022 dues payments have started arriving; Wendy will transfer incoming checks to Oscar.
     + Transfer of bank signatory is in motion. Meeting minute calling out board positions plus the meeting minutes noting approval required to complete. Action: Di to provide Wendy with both sets of minutes.
   * Landscape/Architecture
     + Mailbox
       1. Chris investigated shifting the mailbox; determination that the current location of the mailbox is where we will reinstall and that the mailbox unit needs to be ordered.

Action:

* + - * + Wendy to send documentation provided by postal carrier to Chris.
        + Chris to follow up on final costs for mailbox and work with Oscar to secure funds for the same.
        + Oscar to bill the final costs for mailbox and installation back to the homeowner.
      1. Chris continuing to work with the City of Kirkland to determine if we’re able to create a no parking zone in front of the mailboxes moving forward.
      2. Costs for
  + Overflow
    - Kevin raised issue of homeowner requesting multiple parking spots. It was agreed that homeowner can request more than one spot, as long as it is used according to the governing documents. Also agreed that the spot will be for the owner’s personal usage.
    - 139th Street parked, broken car. Moved to unfinished business.

1. Unfinished Business
   * Downed Mailbox
     + Discussed in Architectural Report.
   * Governing Documents
     + Wendy received correspondence from Attorney about updating governing documents to correspond with updated law (project was kicked off in 2021). Wendy reaching out to attorneys to begin the process.
     + As part of the document refresh, Wendy requested that each board member review the current house rules and call out any areas for improvement or where we have gaps in the rules. Specific areas discussed include landscaping, architectural standards (specifically paint), and pet rules.
2. New Business
   * Discussion on how to handle landscaping CCNR violator/overgrown yards.
3. Adjourn Meeting
   * There being to further business to discuss, meeting was adjourned at 8:04pm

Meeting recorded by

Di Oswald, Secretary