

Upland Green Community Organization

c/o 3stripe Management 4303 Fremont Ave N #201, Seattle, WA 98103

August 18, 2026

Board Meeting Agenda

7:00-8:00pm

Upland Green HOA is inviting you to a scheduled Zoom meeting.

Topic: August 2026 Upland Green HOA board meeting

Time: Aug 18, 2026 07:00 PM Pacific Time (US and Canada)

Join Zoom Meeting

<https://us02web.zoom.us/j/81128489155?pwd=RqJfYi0pIHUyC3rMrf8yOwPri4B3Q.1>

Meeting chat link

<https://us02web.zoom.us/launch/jc/81128489155>

Meeting ID: 811 2848 9155

Passcode: 009423

One tap mobile

+12532158782,,81128489155#,,,,*009423# US (Tacoma)

+12532050468,,81128489155#,,,,*009423# US

Join by SIP

• 81128489155@zoomcrc.com

Join instructions

https://us02web.zoom.us/meetings/81128489155/invitations?signature=SMJ70FMnveo_dVy24jKUzyIRhyaUC-3HbvkTnR4UQJc

1. Call to order:
2. Establish quorum:
3. **OPEN FORUM** – 15 minutes for homeowners to voice questions/concerns
4. Recap and approval of minutes
5. Report of Officers
 - President & Vice-President: BOTH VACANT
 - 1st Vice President/Landscaping: Mireille Martineau
 - 2nd Vice President/Architecture/Compliance: Bob Vaughn
 - Secretary: Gretchen Nelson
 - Treasurer: Hailing Wu
 - Report of committees:
 - Overflow: Jess Scovel
 - Finance committee – Carla Gudenkauf & Hailing Wu
 - Governing documents (board advisement) – Mike Rathjen & Bob Vaughn
6. Unfinished Business:
 - CC&Rs, Bylaws & Rules & Regulations
 - Review the Committee recommendations to become compliant with WUCIOA, RCW 64.90

- Discuss additional recommendations from the Board members
- Collections
 - Has the homeowner of unit 32 (refer to 3stripe provided Excel file) contacted 3stripe with their current contact information as they advised they would?
 - Additional steps needed to improve upon collections?
 - Status of tracing the \$10K judgment satisfaction payment received in April 2024
 1. KCSC JUDGMENT SATISFACTION AMOUNT DOES NOT MATCH THE AMOUNT SHOWING IN ARREARS. ALL ASSESSED AMOUNTS ADDED AFTER JUDGMENT WAS GRANTED NEED TO BE REMOVED
- Status of Pody & McDonald CLOSED files
- Delinquent dues
- Review the draft of Ad Hoc Committee Charter for Mike & Bob's committee
 - VOTE
- Discussion of whether having a unanimous vote by email will suffice for protecting board member liability
 - NO, this is a statutory violation of RCW 64.90.445(1)(b).
 - WUCIOA prohibits board voting via email or unanimous consent on standard business items. All board evaluations, debates, and actions must occur within an open meeting.
 1. Exception is for pure ministerial duties or bona fide emergencies
 - Definition of ministerial: The person cannot use personal judgment, choice, or independent decision-making to change how the task is done.
 - Consequences to homeowners are an elongated process of architecture and overflow parking lot submissions/requests

7. New Business:

- Discussion of email received from Squatch Roofing
 - By **January 1, 2028**, WUCIOA will fully govern nearly all Washington associations. WUCIOA imposes high standard-of-care duties on board members, meaning slipshod governance—such as giving out unverified vendor recommendations—will carry heavier exposure to liability. While the **Business Judgment Rule** protects board members who make honest, good-faith business mistakes, it vanishes if the board acts negligently, in bad faith, or steps outside its authorized administrative role
- **Risk Mitigation Strategies for Boards**
 - If an association chooses to provide vendor information to residents, it must do so with strict guardrails to minimize legal exposure:
 - **Provide a Directory, Not a Referral:** Never provide a single "recommended" name. Instead, publish an unverified list of multiple local options. Better yet, let owners share a peer-to-peer "resident recommended" forum where the association takes no editorial stance.
 - **Use Clear Disclaimers:** Every list, email, or document containing vendor names must feature a prominent, written disclaimer. It should state that the association does not vet, endorse, or guarantee the vendors, and that owners must do their own due diligence.
 - **Verify Credentials:** If the board officially recommends any vendor for community-wide work, it must verify their active license, bond, and insurance status through the [Washington State Department of Labor & Industries \(L&I\) database](#).

1. • **Review Insurance Coverage:** Ensure your association maintains a robust **Directors and Officers (D&O) insurance policy**. A solid policy helps cover legal defense costs if an angry homeowner names the board or individual board members in a referral-related lawsuit. [\[1, 2, 3, 4, 5\]](#) [This #1 link is very informative](#)

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- 3Stripe contract renewal coming up at the end of the year
 - Maintain current contract type or increase administrative responsibilities at a higher fee

2. Adjourn Meeting

3. Executive Session:
