**Upland Green Community Organization**

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

HOA Annual Meeting Minutes

October 24, 2024, 7:00 PM

1. **Call to Order**

* Meeting called to order: 7:11PM

2. **Announcement of voting power present**:

a. Attending Board Members:

Wendy Rea (President)

Oscar Tiburcio (Treasurer)

Mireille Martineau (Landscaping)

Kelly Chalupnik (Secretary)

b. Absent Board Members:

Kevin Merkling (Architecture) -absent

Mike Rathjen (Compliance and Overflow Parking) -absent

c. Attending Owners: List Provided at the end of these minutes

3. **Reading and Approval of 2022 and 2023 Annual Meeting Minutes**:

2022 Annual Meeting Minutes: motion made by Oscar Tiburcio, seconded Kelly Chalupnik

2023 Annual Meeting Minutes: motion made by Oscar Tiburcio, seconded Kelly Chalupnik

4. **Officer Report**

a. Treasurer’s Report (Oscar Tiburcio)

i. 2024 Budget Status: very much in line with expectations: Currently have $76,491.00 in accounts ($40,895 in savings) – still pending bills to pay such as landscape fees – barring no urgent issues we should be in line with budget with a reserve of 45,000-50,000 by end of year

ii. 2025 Proposed Budget: Additional $50 increase in dues per year/per homeowner. Additional money will help to cover increased costs (5% inc. in landscaping fees) and support onboarding of 3Stripe Property Management Company (primarily in accounting)

5. **Election of Directors:**

We should have 7 board members of which 3 need to be officers (President, Treasurer and Secretary)

* Treasure role, fiduciary duties will leave with 3Stripe taking over accounting aspects.
* Communications chair: currently vacant role.
* Architectural chair: currently vacant role
* Overflow chair: manage request for overflow vehicle lots, manage codes and names for billing
* Landscaping chair: oversees all aspects associated with our trees and dog stations. Wendy
* positions are 3-year role
  + Karen Degi volunteered
  + Bob Vaughn volunteered
  + Oscar Tiburcio has volunteered to stay 1 more year
  + Mireille Martineau has volunteered to stay on board
  + Wendy will stay onboard in adviser/supportive role but not as a voting member while 3Stripe begins working with board.

Motion to approve election of directors: motioned by Kelly Chalupnik, seconded by Karen Degi (newest member)

* Initial meeting for new board members: Wednesday 11/6 @ 7PM at Wendy’s house.

6. **Unfinished business**: none to report

7. **New business**: none to report

8. **Voting\***

a.2025 Budget Ratification: budget was approved as presented – will be ratified at next board meeting.

9. **Adjournment:**

* Meeting adjourned: 7:35PM

**Homeowner Q&As**

1. Ross asked what happens if a quorum is not met – Wendy indicated that the budget will automatically pass.
2. What constitutes a quorum: need 18 attending people who can vote.
3. How do we update our name with HOA –
4. Amy Tarce asked about possibility revisiting our current architectural standards? Wendy indicated that this came up during our last meeting and that incoming board may need to consider what changes if any, may be made.
5. Karen asked about committee positions and what is all involved for each position. We currently have one person volunteering to help with some compliance issues (i.e. trash can committee) – board is very open to any person who would like to volunteer in the community.
6. Karen also asked if board members where specific with helping to engage community members – community activities.
7. Lee asked about potential start-up fee for property management being around $10,000. Wendy indicated that the fees will be paid out of our current budget and not towards owners. Oscar indicated that fees for 3Stripe startup was around 5-6K
8. Amy wanted to know if we received notice from City of Kirkland regarding comprehensive City plan – but since we don’t have enough people on board, we currently are not attending these meeting.

**Homeowners Present**:

Bob Vaughn - Approve

Lee Roberts -

Amy Tarce - Approve

Joshua George - Approve

Keith Smith - Approve

Karen Degi -Approve

Ross Woods - Approve

Pranjali Jain - Approve

Anshul Jain -Approve

Yangyang He -Approve

Emily Hunt - Approve

Sirena Rayburn - Approve