

Royale Plains Condominiums  
Meeting of the Board of Directors  
June 6, 2017

Meeting of the Board of Directors of Royale Plains Condominiums, held at the clubhouse.

PRESENT: Craig Soleim  
Josh Horn  
Linda Ross  
Greg Malkasian

ABSENT: Kris Ivie

Management rep; Eric Johnson, Key Property Services, Inc.

Open Forum  
(23 minutes)

Call to Order: 7:23pm

Quorum: 4 of 5 present

#### **Approval of Minutes**

MOTION: Linda made a motion to approve minutes of the March 27th Board meeting.  
Seconded: Josh  
Approved: Josh, Linda, Greg  
Abstained: Craig  
Motion carried.

#### **Treasurers Report**

Loan balance-\$85,905  
Operating acct balance \$26,785, Reserve acct balance \$170,961  
MOTION: Josh made a motion to approve the Treasurers report.  
Seconded: Craig  
Approved: Unanimous  
Motion carried

#### **Landscaping- Guests; Adam Owens and Nicole Young of Valleyscapes**

Valleyscapes was selected to become the RP landscape maintenance contractor, effective April 1<sup>st</sup>, 2017, at a savings of \$7,000 compared with the prior contract. Issues with the landscape maintenance transition were discussed. Adam acknowledged they struggled early on to meet expectations. They have assigned a different crew to the property, and promised immediate improvement in service. Owners will be notified of the schedule for planting bed maintenance. They will also receive instructions and a map for pick up of personal yard debris.

## **OLD BUSINESS**

### **Investment Rental Fee**

The Board had previously discussed, but not approved, an Investment Rental Fee of \$100 per month.

MOTION: Linda made a motion to remove the Investment Rental Fee from the 2017 budget.

Seconded: Josh

Approved: Unanimous

Motion carried.

### **Earthquake Insurance-Tabled**

Discussion only. The Board requires additional information, before making a decision on Earthquake coverage. Although the members have expressed doubts about the need for this type of policy, the Board is concerned about their Fiduciary duty to protect the Associations assets.

### **FHA Approval**

Discussion only. Eric updated the Board on the process to get Royale Plains FHA approved. There are some issues, such as the loan/special assessment, but he is hopeful that the Association will be granted approval in the next 90-120 days.

## **NEW BUSINESS**

### **Move In Fee**

Tabled. The intent of this fee would be to recover costs associated with move in's. As there are no identifiable costs associated with move in's, at this time, the Board choose not to take action on this subject.

### **Pool Monitors**

The Association is using members to check and clean the pool this year. To comply with State law, these home owners we're placed on the Key Property Services payroll, so they could be compensated, and have coverage through Labor & Industries.

MOTION: Craig made a motion to approve reimbursing KPS for costs associated with placing Royale Plains pool monitors on their payroll.

Seconded: Josh

Approved: Unanimous

Motion carried.

### **2017 Calendar**

MOTION: Josh made a motion to approve the 2017 Royale Plains admin/maintenance calendar.

Seconded: Linda

Approved: Unanimous

Motion carried.

**Reserve Study**

MOTION: Linda made a motion to approve the 2018 Royale Plains Reserve Study.

Seconded: Linda

Approved: Unanimous

Motion carried.

NOTE: The Board will review the Reserve Study again during the October 2017 Budget workshop.

**Collection Program**

Eric presented the Board with the details of a delinquent account collection program, offered by the law offices of Vial-Fotheringham. There would be an initial \$275 set up fee. Once in place, V-F would handle all collection duties, including filing liens, at no cost to the Association. All costs would be added to the home owners account, and would be in addition to any sums owed the Association. In short, the Association can collect 100% of any outstanding balance.

MOTION: Linda made a motion to approve using Vial-Fotheringham as the Associations collection agent.

Seconded: Josh

Approved: Unanimous

Motion carried.

MOTION: Linda made a motion to reduce the private parking space fees, from \$50 to \$25, effective June 1<sup>st</sup> 2017.

Seconded: Josh

Approved: Unanimous

Motion carried.

**ADJOURNMENT**

Meeting adjourned at 9:56pm