

Chiwawa Communities Association | Chiwawa River Pines

Board Meeting Minutes

February 22, 2025

2651 Cottonwood Lane, Leavenworth, WA 98823

Matt Oaks President
Judy VanEyk Vice President
Mandy Stocker Secretary/Treasurer (absent/excused)
Roger Thomas
Buck Bunkelman
Dave Lowrie
Lance Jones
Kris Jones
Bob Barr

Dan Shaffer Water Administrator

Meeting called to order by Matt Oaks at 10:00 am.

Motion to Approve January Meeting Minutes. January meeting minutes are APPROVED by all.

Three members in attendance:

Dave Volkmann
Tami McKee
Mike Stanford

Mike Stanford discussed the new Fire Station's possible bond and future near station 95. and difficulties accessing documents on the new website Matt is working with website managers to fix issues.

Dave Volkmann asked about bridge replacement. Matt provided the projected start date is in 2027. We will not know what the cost will be until the preliminary engineering is completed. Grants and Low-interest Loans are available.

Water Administrator: Went to ERWOW conference of Water Districts. The two main issues to come out were cyber security and climate resilience.

Water tank cleaning is scheduled for 3-17-2025 at a cost of approximately \$5000.00. The tank will be offline for approximately 3 hours. Residents will not notice the event.

The other event coming up will be the Washington State Regulatory Bureau checking fire hydrant flow rates. The fire department does this approximately every 10 years. The test has

no cost to the community. We are responsible for some documentation that Matt has already completed. The variable drive controllers for the well pump motors 7 and 8 have been purchased. They are being programmed right now.

Dan looked at 181 meters and detected 7 leaks. Dan checked all 7 digging them up and 6 had water movement. The meter is very sensitive.

Secretary/Treasurer Report Read by Matt from Mandy's email

"Good Morning,

Treasurer/Secretary update is as follows:

Cap Reserve: 20,259.32

Savings: 257,748.04

CD: 182,043.72

Checking: 36,000

Mosquito: 3,508.41

Financials: Velda is still amazing at staying on top of invoices coming in as well as buttoning up yearend items and taxes. Matt went to another bank in town to see about opening up a secondary location for capital reserves to ensure money is secure with the FDIC coverage limit of 250,000.

127 members have updated passwords and logged into the website. Several have paid through there as well. I sent a reminder to reset passwords earlier this week and will continue to do so every couple of weeks to get members engaged and aware of our main communication platform.

Website continues to have kinks. We are actively working through them as they arise/made aware. Matt got all documents uploaded, then it started glitching for having too much data. Now we are trying to navigate how much data we can hold before it glitches, because of this and significant lack of time with everything else we are working on, we haven't created document folders for financials yet. Members can see our financials in meeting minutes, but I would still like to have our P&L's uploaded when we upload meeting minutes as well. Are board members and membership receiving the announcements I am uploading? I personally am not receiving them. I keep reaching out to the website company and they insist they are receiving them and that it is working.

64 members have yet to pay annual dues, Payments were due on February 14 (30 days after invoices went out). We pushed back sending invoices to allow for a bit more time to the members. Last year, many members forgot about their bill after viewing (it went out on January 1). This year seems to be a better response with the change in date sent. Members have until March 14th before late interest begins charging. All electronic members have viewed their bills by the February 14th date.

Leavenworth also raised their water rates, creating a huge uproar throughout their community. In doing research, it solidified what we already know, we are well within the proper range for water rates.

Michelle Brown is still working on our community annual review. She has reviewed our 22, 23 and 24 financials. Being that the request was to look at our 24 information, there is a heavy emphasis there. We sent her bank statements, reconciliations, balance sheets, P&L's, interest and depreciation statements, AUP findings and general ledger. Velda, Matt and I have all spoken with her regularly and have answered questions. She plans to state her findings at the spring meeting and has offered her assistance in continuing to help in my treasury learning.

I will be taking her up on it! Many Thanks to Michelle, Joan St. Marie, Brad Rich, Sharon Malo, Scott Fallis for being my go-to's for information and learning. We are lucky to have them as members and helpers!

I said it last spring post member meeting session that I was stepping down as treasurer/secretary and gave a couple of month grace period. That period has turned into another year. This is my final notice; I am stepping down as treasurer/secretary officially after the spring member meeting. If someone does not take on the position, I will resign from the board entirely. Please note, I will continue to help the person in the position and am not going to leave them high and dry, I just do not have the bandwidth to handle all of the things on my plate.

Thanks for being understanding this morning of the treasury position.

Mandy”

Old Business

The website progresses but continues to work through issues of sending announcements. Public announcements will be coming.

3 board positions are open, and we have 4 candidates.

If anyone has anything that they want sent out to community members, get it to Matt.

Ballots from the previous election are still sealed in a box. None were opened or tallied.

The action we took to put the previous election on hold regarding the new bylaws was recommended by legal counsel. No action will be taken concerning these ballots unless we are ordered by the courts.

Matt read positive comments sent in from community members praising those who are currently serving and those who have served. Comments received from Gail and Lois Emory and Grant and Sherry Jensen thanking the board for doing a good job.

Dave Volkmann sent a request for a membership dues bill in a detailed invoice. We stated we don't have this available, but the approved 2025 budget contains the details of estimated expenses.

Dan Schaeffer received a text message asking for Chlorine reports From Ms. Walheim. This was sent to his personal phone, so Dan asked Ms. Walheim to forward her request to the office via email. She was provided with a form required to produce records. This is our accountability for the Corporation. Anyone requesting records is required to follow the same process. Members asking for records must provide a reason. We are required to respond to reasonable requests. After receiving the request, we have provided the past four months of chlorination reports.

Discussion regarding what constitutes a business.

Joanne Stanford asked via email, permission to operate a jewelry-making business out of her home. The board understood she would not be knocking on doors selling or having people working from her home. Joanne is intending to sell at craft bazaars. Further comments stated this should not worry the community. Decision made to table any action until covenants and bylaws amendments are voted/approved.

DNR grant money for Firewise is possibly on hold due to Federal Government actions.

Kym Jones and Arlene Lowrie volunteered to work registration at the Spring owner's meeting.

The computer for the Community Association was having issues. Ravenwood troubleshot and fixed it for a cost of \$100.00.

Q&A session (11:08) for Bylaws and Covenants.

Members in attendance: Mike Stanford, Dave Volkmann, Tammy McKee

Questions: none

Matt provided the status: Ms. Walheim sent a letter from her attorney stating that she would challenge our bylaws and covenants in court.

CCA's attorneys are confident that our proposed updates to Covenants and Bylaws will stand.

Motion / Second to end Q&A (11:40): Lance / Judy all Approved

Motion / Second to enter executive session: Lance / Roger all Approved

Enter Executive Session (11:50): Motion / Second Lance / Judy

Exit Executive session (12:06)

Set date for next Board meeting: March 22, 2025

Adjourn 12:07

Minutes taken by Lance Jones

A handwritten signature in cursive script, appearing to read "Lance Jones", written in black ink.