

# Green Meadows Homeowners Association

## Meeting Minutes – March 31, 2025

### Call to Order

The meeting was called to order at 7:00 PM.

### Approval of Previous Minutes

The minutes from the prior meeting were not printed but were available electronically. Bullet points were reviewed, and a motion was made and seconded to approve them as read. Motion carried.

### Treasurer's Report

An update on funds in the HOA account was provided. Month-end statements will be forwarded to the Secretary (Eric) for verification. A statement showed a balance of approximately \$1,000. Updated statements will be submitted with these minutes.

### Old Business

- The February 10 meeting held at the clubhouse resulted in new board volunteers and appointments:
  - **President:** Mike Jonathan
  - **Vice President:** Lou
  - **Treasurer:** Faye
  - **Secretary:** Eric
  - **Board Member:** TBD (volunteer Michael may step in)
- **Website Development:**

Eric volunteered to develop a new HOA website. The board voted to pay Eric \$1,000 for the design and maintenance of the site. The domain is [greenmeadowshoa.org](http://greenmeadowshoa.org). The site will include:

  - Announcements (e.g., weather alerts, neighborhood safety notices)
  - Emergency contacts and utility info
  - Architectural review forms and CC&Rs
  - Phase-specific zoning maps and setback information
  - Newsletters, community updates, and HOA board contact info

- HOA payments and records access (future portal in progress)
- **Mailing Address Update:**  
The new mailing address is:  
Green Meadows HOA  
PO Box 464  
6715 NE 63rd St, Suite 103  
Vancouver, WA 98661

Two PO box keys were provided to the Secretary.

- **Re-Registration with State:**  
Mike is working on re-establishing the HOA with the State of Washington, as no filings have occurred since 2022. Target completion is within a week.
- **Board Insurance:**  
Research is underway to reinstate HOA insurance, which lapsed in 2023. Contact from the previous agent is being pursued.
- **Bank Account Updates:**  
Faye and Mike will be added as authorized signers to the HOA account. Zach will be removed once the new appointments are documented with approved minutes.
- **Google Drive & Records Access:**  
Eric is working with Trish to gain access to the HOA's Google Drive. Trish has boxes of documents to provide the Secretary. Additional digital CC&R files may be available through the county.

## **New Business**

- **Newsletter Volunteer:**  
Trish will follow up with Jamie Sheets about volunteering for the newsletter. No confirmation yet.
- **Complaint and Form Submissions:**  
All website forms will be directed to an "info@greenmeadowshoa.org" email address and forwarded to board members. Non-urgent issues will be addressed in meetings; urgent ones will be reviewed as needed.
- **Community Outreach:**  
Plans were made to laminate and post flyers about the new website at mailbox areas to boost awareness. Door-to-door outreach for collecting homeowner email addresses will also occur.

- **Architectural Review Requests:**

Board members must recuse themselves from voting on their own project submissions but may participate in discussions. Forms will be submitted via the HOA website.

- **Landscaping Approval:**

Mike received approval to landscape the water retention area to improve aesthetics. Plants will comply with permitted root structures for drainage.

- **Neighborhood Safety:**

Discussion included ongoing concerns about resident behavior, vandalism, and crime. Members emphasized looking out for each other and potentially setting up a neighborhood watch. These issues may be addressed through community bulletins and an FAQ section on the website.

- **Next Meeting:**

Scheduled for **Monday, April 28, 2025, at 7:00 PM.**

## **Adjournment**

Motion made and seconded to adjourn. Meeting was adjourned at 9:12 PM.