



Green Meadows Estates HOA — Meeting Minutes

Date: September 24, 2025

Time: Meeting called to order at 7:00 PM

Location: Green Meadows Estates Clubhouse

Call to Order and Roll Call

President Mike Reynolds called the meeting to order at 7:00 PM. Officers present included Vice President Lou Hood and Secretary Eric. Faye, the Treasurer, was out of town, and Veronica served in her place. Also attending were Denise Reynolds, Jan Hood, Scott and Karen Northrop, and Jim and Joan Cromer. The group confirmed quorum and began by reviewing the previous meeting minutes.

Approval of Previous Minutes

The minutes from the August 25, 2025 meeting were distributed electronically. No objections or additional edits were raised, though one member requested clarification on a few points which were addressed earlier by email. The board agreed that the prior minutes accurately reflected the meeting discussion and approved them unanimously.

Treasurer's Report

Veronica, sitting in for Treasurer Faye, presented the report. The HOA maintains a healthy account balance of approximately \$XX,XXX.XX. Recent deposits were received from dues payments, and two checks were issued — one reimbursing expenses related to the community garage sale and another for the annual insurance premium. Overall monthly expenses totaled \$X,XXX.XX, with an updated balance of approximately \$XX,XXX.XX. The board expressed appreciation for Veronica's clear reporting and agreed to continue encouraging homeowners to submit dues promptly. All dollar amounts have been redacted for

privacy.

Old Business

Christmas Light Contest

The board briefly discussed the annual holiday light contest. Members agreed that while the event has been popular, planning should begin at the October meeting to give adequate time for publicity and judging criteria. The topic was tabled until the next meeting.

HOA Dues Reminder

Veronica distributed printed flyers reminding residents that dues are due by October 31. Eric noted that he is finalizing an online payment portal through IQ Credit Union to make it easier for members to pay electronically. The board agreed that once the portal is operational, an announcement email will be sent to all members. Several members emphasized the importance of clear communication and timely responses to HOA emails.

Courtesy Notices and Violations

Eric updated the board on several recent courtesy notices addressing property upkeep issues, including overgrown shrubs, dead trees, and parked trailers. Most homeowners responded positively and corrected the issues. A lengthy discussion followed regarding the process for issuing violations. Members expressed concern that notices were being sent without prior board approval. After thorough debate, the board voted unanimously to form a three-person Violation Review Committee consisting of Mike Reynolds, Lou Hood, and Scott Northrop. The committee will review potential violations before action is taken to ensure fairness and consistency.

Mailbox Covers and Pest Issue

Mike reported that pest control crews had sprayed the mailbox awnings for yellowjackets, with only one area remaining for follow-up treatment. The board also agreed to reinforce and reseal several mailbox covers to prevent pest reinfestation. Maintenance volunteers will complete this work using spray foam and sealant.

Newsletter and Communication

The board confirmed that the HOA will publish one printed newsletter per year, to be mailed in February ahead of the annual meeting. A shorter electronic update will also be distributed each September with event reminders and community notices. The board agreed this balanced approach would maintain engagement without overwhelming members.

Ambassador Program

The concept of neighborhood ambassadors was discussed as a way to improve outreach and welcome new residents. Ambassadors would help distribute flyers, answer general questions, and promote HOA involvement. Karen Northrop volunteered to draft a message inviting community members to participate. The board approved the idea unanimously.

New Business

Architectural Review Process

A discussion was held regarding the HOA's architectural review process. After reviewing the CC&Rs, the board confirmed that it has authority to act as the Architectural Review Committee. This ensures that exterior modifications such as fences, sheds, or remodels align with community standards without requiring a separate subcommittee. Board members agreed to evaluate proposals collectively, focusing on aesthetic harmony rather than construction methods. Motion passed unanimously.

Halloween Event

The board approved holding a community 'Trunk or Treat' event on October 30, 2025. The event will be located near Mike Reynolds' residence, where residents can decorate their vehicle trunks, hand out candy, and enjoy a neighborhood gathering. A \$50 prize will be awarded for the best-decorated vehicle. The event is intended to promote community spirit and provide a safe, family-friendly celebration. Motion passed unanimously.

Annual Report and Board Updates

The HOA's annual report is due by October 31. Denise volunteered to assist in updating the association's records with the State of Washington to ensure all officers are properly listed. This update will also correct outdated records still showing former members. The board thanked Denise for coordinating this update.

Neighborhood Topics

The board addressed reports of political flyers and signage being placed in HOA mail slots. It was reaffirmed that the mail slots are reserved solely for HOA and real estate communications. Political or commercial materials are not permitted. Additionally, the board will remind residents that per HOA rules, only one small sign for property sale or rent is allowed. Members also discussed the number of homes currently for sale and expressed general concern about maintaining property values during turnover.

Community Engagement

The board acknowledged a local youth, Trenton, for his attentiveness after reporting a parked vehicle that raised safety concerns. Members discussed the importance of positive engagement with neighborhood children to promote safety and community pride. Residents were encouraged to acknowledge kids and neighbors with friendly greetings to strengthen community connection.

Meeting Summary and Adjournment

All motions from the evening were approved, including the establishment of the Violation Review Committee, adoption of the board as the architectural review body, and approval of the Halloween event. The meeting concluded with a reminder about the upcoming HOA dues deadline and ongoing efforts to improve communication through newsletters and

ambassadors. The meeting was adjourned at 8:40 PM.

Next Meeting: October 27, 2025 at 6:30 PM

Location: Green Meadows Estates Clubhouse

Approved unanimously.