

*Somerset Creek Condominium Owners Association*  
Board of Directors Meeting Minutes  
February 1, 2018  
Unit 18

1. **Call to Order:** 7:00pm
2. **Establish Quorum**
  - Arnold Mannering (President)
  - Angela Mashlan (Vice President)
  - Tiffany Reimer (Secretary)
  - Clay Copeland (Treasurer)
  - Luiza Limona (Morris Management)**Officers' positions were selected and approved.**
3. **Board Minutes** – Board minutes from October 16, 2017 were approved.
4. **Homeowner Forum**
  - a. None Present
5. **Treasurer's Report**
  - a. Financial report was previously distributed.
6. **Manager's Report**
  - a. Manager's narrative package was received.
  - b. Core Aeration – Board voted to postpone until next year.
  - c. Property insurance renewal quotes will need to be reviewed and approval in March.
  - d. Compliance report: compliance report provided
    - i. None to report.
  - e. Delinquency issues:
    - i. No Accounts in collection.
  - f. ACC Issues:
    - i. None to report.
  - g. Rental Status:
    - i. Somerset Creek is limited to 10 rental units. Currently, 8 units are rented.
7. **Unfinished Business**
  - a. Unit 8 - Water in crawl space: Luiza to provide contact for water drainage specialist/contractor.
  - b. Unit 31- Drainage around garage: provided a quote for installation of a french drain. The board asked for additional information on the repair quoted, specifically the location of the french drain.
  - c. 2016 financial audit – draft signed by board.
  - d. Gutter and downspout cleaning was completed
  - e. Annual meeting venue and 2018 budget – completed
8. **New Business**
  - a. Management Plan 2018 was provided.
  - b. Backflow testing – was completed, report was sent to City.
  - c. 2017 letter of engagement for financial audit and tax return was signed and sent to CPA.
  - d. Lighting along the street: Several homeowners have reported a lack of light along the street and the potential for prowlers. Angela to contact the City of Bellevue regarding the addition of street lights.
  - e. Arborist: Luiza to provide new contacts for an arborist.

The next board meeting will take place on Tuesday, April 3, 2018 at Unit 18. There being no further business, the meeting was adjourned at 8:00PM.

Tiffany Reimer, Secretary