

ARBOR VILLAGE HOA
BOARD OF DIRECTIONS MEETING

Windermere Conference Room
13106 SE 240th Street, #200 Kent, WA 98031

Thursday, May 12, 2016, following the Special Meeting at 6:00 PM

MINUTES

Board Members Present: Debbie Sampson, President/Treasurer; Jill Miller, Secretary;
Steven Ishikawa, Member at Large
Board Members Not Present: Frank McDunnah, Member at Large
Also Present: Lynn Sutherland, Manager, WPM South, Jill Miller, Homeowner

Call to Order

- The meeting was called to order by the President at 7:10 PM, quorum established

Appointment of Board Officer

- The Board appointed Steven Ishikawa to the officer position of Vice-President

Approval of Minutes

- Minutes were not approved

Financial Report

- No report given

Unfinished Business

- The Board directed the Manager to mail the letter regarding 2016 summer fence maintenance to all owners and to include the spring newsletter with the mailing
- The President will complete edits on the newsletter and send it to the Manager

New Business

- The Board directed the Manager to mail a yard maintenance letter to all owners on May 25
- The Manager will contact the owners of Lot 2-05 to find out the nature of the front yard renovation taking place without ACC approval

Next Meeting

- Next meeting was tentatively set for Tuesday, June 7 at 6:00 PM, Windermere conference room

Adjournment

The meeting adjourned at 8:21 PM

Minutes submitted by: Lynn Sutherland, Manager for Arbor Village HOA