

Alaskan Bay Owners Association, Inc.
P. O. Box 220012
Anchorage, AK 99522-0012

Minutes of July 28, 2003
Board Meeting

Attendees: Eric Persson, Jennifer Robertson, Jim LaBau, Chris Robertson, Cathy Poulos,
Marie Steele

Board Member absent: Vince Porto

Quorum

- ? President Eric opened the meeting at 7:02 pm and established a quorum with a minimum of four board members present.

Approval of minutes

May:

- ? The minutes of the May board meeting were reviewed.

Motion to accept the May board meeting minutes as amended.

Moved by Jim, seconded by Eric. **Carried**

June:

- ? The minutes of the June board meeting were reviewed.

Motion to accept the June board meeting minutes as amended.

Moved by Cathy, seconded by Jim. **Carried**

Presidents Report

Klatt/Bayshore Community Council: Spoke to Jim Dokoozian, Council takes a summer break till September. The next meeting will be September 4, 2003. First Thursday of September.

Board Committees

Architectural

- ? Follow up on 10071 Eshamy (Visqueen roof)
- ? 2930 Rocky Bay Maintenance – Wayne Larson, owner, Is he having trouble with maintenance/upkeep on a temporary or permanent basis? Can we help him with getting hired help? Or will he accept neighbor help?

Vehicular

- ? Street parking – Bettles Bay is down to one lane on the curve. Do we need to take up a resolution stating that there is parking on only one side of the street? The concern was then there would be a problem of people parking in front of the house that isn't theirs.

Welcoming

- ? New owners from beginning of 2002 through current getting letters and gift certificates. 9 of 20 letters have been delivered.

File Maintenance

Eric and Jennifer tried to put Vince's spreadsheet into an e-mail and store it in the hotmail account. There were problems with opening/working/saving it back to the hotmail account. The spreadsheet idea will wait for the website to be up and running.

Membership Communication

Fall 2003 newsletter

- ? To be published in October 2003
- ? Marie could do the letter
- ? Topic include:
 - ? Leaf Minor Treatments
 - ? Watering Trees Guidelines
 - ? Pictures of Healthy Trees
 - ? Pictures of Infected Trees
 - ? Wind Damage Repair Guidelines
 - ? Other Ideas Welcome/Encouraged
- ? E-mail up to date.
- ? Letter to 3012 Bettles Bay on barking dogs.
- ? Admiralty fence e-mail. Need letter/email saying it's not approved.
- ? Ives request to purchase portion of Tract I. Geller is also interested.
 - ? Access on West side of Tract I. The transaction will require a lawyer and the home owners who are interested in buying the additional property, to bear the cost of it.
 - ? Board will ask for a formal proposal.
 - ? Need to maintain 20' access, so they each can get 5'.
 - ? Approval for the sale would be at an annual meeting.

Motion to accept President's Report.

Moved by Jim, seconded by Cathy. **Carried**

Treasurers Report

- ? The total outflows for Year 2003, through July 11, 2003, are \$21,911.584
- ? Money spent this month includes the new owners gift certificates and things for the picnic.
- ? Cathy can get a detailed report from David, who needs two weeks notice.
- ? She'll get the detail for the next meeting.

Motion to accept Treasurer's Report.

Moved by Jim, seconded by Chris. **Carried**

Grounds Report

- ? The leaf minor injections are really working.
- ? The new trees are Colorado Greens. Turns out the Blues do very badly in wind.
- ? Bill Robb planted, and has been watering, the new trees. They are flourishing.
- ? Bill Robb has not been mowing 100th. Matt, landscaper, has done it a couple of times.
- ? Matt will be taking off to college but should be back to mow next year. Adam will continue this fall.

- ? Wiley Brooks – drain problem – Ray @ MOA says it's on the work list of things to do. Not sure it will get done this year, but could be next year.
- ? Regarding the light at the entrance of the area, is it working?

Architectural Report

- ? Properties done:
 - Whale Bay is Painted
 - Bettles Corner is ½ done, top still need to be done
 - 3 houses need to be sent to Dave for fines
 - Jennifer Cha (?)
 - House with Old Lincoln
 - House with Stain on Deck.
 - Turns out this house's letter was returned, no box.
- ? Chris will send out a detailed e-mail on where all the issues are.
- ? Chris will send out e-mail/letter/touch bases with Admiralty "chicken wire" fence owner.
- ? Marie says there is another house on Rocky Bay that has peeling paint.
- ? Regarding grounds issues, Chris sends out notices and Jim only gets involved when we need action.

Old Business

- ? ABOA Website: www.ABOA.org. Format and area are in the website. Everyone liked the general setup and layout.
 - ? Chris will send CCNR & House Rules to Marie. Who will put it in PDF for the website.
- ? Picnic:
 - ? Laura Rogers will help with Kids stuff.
 - ? Todd Lowden will help.
 - ? Only 5 RSVPs.
 - ? Port-a-Potties are ordered
 - ? Deposits on tables have been put down.
 - ? Marie ordered games/prizes/things for kids to do. Will keep until next years picnic.
 - ? Should we cancel?

Motion to table picnic organization till April/May of next year.

Moved by Jim, seconded by Eric. **Carried**

- ? Marie will send e-mail and post fliers on mailbox to notify owners of cancellation.
- ? How to improve the picnic, get more owner participation, for next year:
 - ? Community garage/elephant sale?
 - ? Have it earlier in the summer?
- ? Unpaid Dues – Visited Shelter and Shin, Miller.
 - ? End of week deadline, then Eric will get with the lawyers on Liens.
 - ? Waiting for attorney's to verify adding fees to back dues.
 - ? Three types of remediation: 1st Lien, 2nd Lien, Small Claims Judgment
 - ? Decided to go after owners 2 and 3 years behind on dues.
 - ? Any owner owing a year or less in dues will file the lien and wait for 3 or 4 months, then go after the owners.

Motion to engage legal council and move to closure.

Moved by Jim, seconded by Chris. **Carried**

- ? Track L – survey request still needs to get done. Erick will call surveyor.
- ? Jim will delivery Jordan Weiss recognition card and gift certificates.
- ? Roofing options – at this time the board is not going to offer options, but will address fire proof cedar shakes in the newsletter.
- ? 100th fence needs to be stained. Eric will mention to Vince in an e-mail.

Motion to adjourn.

Moved by Jim, seconded by Chris. **Carried**

Meeting adjourned 9:00 pm.

Alaskan Bay Owners Association, Inc.
P. O. Box 220012
Anchorage, AK 99522-0012

Minutes of September 15, 2003
Board Meeting

Attendees: Eric Persson, Vince Porto, Chris Robertson, Jennifer Robertson, Cathy Poulos,

Board Member absent: Jim LaBau

Quorum

? President Eric opened the meeting at 7:13 pm and established a quorum with a minimum of four board members present.

Approval of minutes

July:

? The minutes of the July board meeting were reviewed.

Motion to accept the July board meeting minutes as amended.

Moved by Vince, seconded by Chris. **Carried**

Presidents Report

Klatt/Bayshore Community Council: No notice from Council of scheduled meeting. The next would be Oct 2, 2003 7:00 pm at Klatt Elementary School. (1st Thursday of the Month)

Board Committees

Architectural

- ? Weiss issues:
 - 3140 Admiralty Greenhouse – Chris & Eric will talk to the homeowners about it.
 - 3060 Admiralty Fence
- ? 2930 Rocky Bay – poor yard maintenance – A first letter has been sent – Unfortunately, it is not up to minimum standards. Need to check with Jim on the cost of M&A doing it next year, if the condition doesn't improve.
- ? 10141 Eshamy – Stored items in driveway – A first letter has been sent
- ? 10041 Eshamy – Lawn & yard maintenance – A first letter has been sent
- ? 10010 Eshamy – Finish remodel painting – A first letter has been sent
- ? 10151 Eshamy – Garage Door refinish – A first letter has been sent

Vehicular

- ? Whale Bay Trailer – Vince will take care of it.

Welcoming

- ? Up to date. No new closings reported.

Grounds

- ? Tract I – ABOA Maintenance starts 2004. M&A will do the mowing for \$160-\$200 per month. Mr. Ives has offered to do it for \$200 per month. Regarding the grass mower purchased by all homeowners attached to Tract I, Vince thinks it would be better to outright sell the mower. The suggestion of letting the person “buying” the mower work off the amount in mowings leaves the association open for liability if something goes wrong during the time the mower belongs to the association and yet is being used by someone else.
- ? Tract L Survey – Eric has original plat. Mr. Buttons can do the survey for \$250.
 - Cathy suggested putting the amount in next year's budget and voting on it.
- ? Street conditions – ask municipality what can be done and on what timeline?
- ? Sign Maintenance – need quote for refurbishing (rock perhaps)

- ? Rock wall rebuild – Eric sanded the top. As for the lights that were out, there was a bad cell. Eric replaced cell and light bulbs.

Treasurer's Report

- ? Need to add another check signer for ABOA checks. David Riley.
- ? Cathy will put amounts from treasures report into approved budget to see where we're at for the entire year.

Motion to accept the Treasurer's Report.

Moved by Vince, seconded by Chris. **Carried**

Membership Communication

- Fall 2003 newsletter - Marie is doing the newsletter
- ? Dog Feces in Tract I
- ? Feed back on stronger language of pet nuisances
- ? Temporary speed bump. What it is and how we could get it if we're interested
- ? Working on website. Chris will write a little blurb about website.
- ? No roofing option changes at this time. Home owners can use fire treated shakes to reduce fire danger.

Old Business

- ? Unpaid Dues
- ? Shelter promises within a week
- ? Cha is in a legal closing. Pacific Northwest said no current liens. If we get a lien, they'll research for liens and attach ours.

New Business

- ? Vince is concerned about the pet ordinances not being fully enforced. (Ex: His next-door neighbor's dog is often unleashed and uncontrollable. Dog feces in other people's yards.)
- ? There was a review of the current ordinances in the house rules. Board members felt the ordinances could be more specific and contain very specific ramifications for not obeying the ordinances.
- ? Eric welcomes an amendment on pet and livestock specifically for dog nuisances.
 - ? The changes will be very specific.
 - ? Vince will draft proposed changes.
 - ? The changes will go out to the Homeowners for feedback.
 - ? In the next newsletter there will be a reminder that there will be a vote on these changes at the next annual meeting. (Give homeowner's lots of changes to consider the changes.)

Future Meetings: 3rd Monday of each month

- ? October 20
- ? November 17
- ? December 15

Motion to adjourn.

Moved by Chris, seconded by Vince. **Carried**

Meeting adjourned 9:10 pm.

Alaskan Bay Owners Association, Inc.
P. O. Box 220012
Anchorage, AK 99522-0012

Minutes of October 20, 2003
Board Meeting

Attendees: Eric Persson, Vince Porto, Jennifer Robertson, Cathy Poulos, Jim LaBau, Marie Steele

Board Member absent: Chris Robertson

Quorum

? President Eric opened the meeting at 7:08 pm and established a quorum with a minimum of four board members present.

Approval of minutes

? The minutes of the September board meeting were reviewed.

Motion to accept the September board meeting minutes as amended.

Moved by Jim, seconded by Eric. **Carried**

Presidents Report

ABOA filed a lien against 10041 Eshamy Bay property.

- New buyers had a check ready to pay all back monies owed as long as we don't make them pay the \$250 for the lien.
- Because the new owners are willing to bring all dues current, the ABOA thought it would be best served if the \$250 lien amount was not charged to the property. It's just nice to have the situation resolved.
- The release of lien was only \$20. Cathy will get a copy of the release of lien for the file.

A letter was sent to the 3166 Bettles Bay Loop stating that if the past due is not received by November 1, we'll file a lien.

There was a suggestion made indicating we should take a hard look at increasing the dues. We have two issues that need attention and this might be the way:

- Increase in mowing the common areas.
 - o Vince will pull together a financial forecast.
- Not enough volunteers to run the board. Will we need to hire a company to help the board perform their duties because of the lack of volunteers/amount of time necessary to run the association?
 - o Jordan researched using a company for some of the detail work, such as writing letters, feedback, etc.
 - o This will be an issue for the annual meeting this year.
 - o Every officer needs to outline what they do and how long it takes.
 - o Marie suggested updating volunteer portion of the newsletter. Discussed wording for the section, simply not enough volunteers and we will have to seriously look at raising the dues for professionals to do what volunteers can't do.

Budget Meeting for next Board Meeting, November 17, 2003. Cathy will get a preliminary budget together for the meeting.

Board Committees

Treasurer's Report/ David Riley – ABOA Accountant Report

- ? \$16,794 outstanding dues, 68 homeowners.
- ? \$21,861.63 in bank as of September 30th.
 - ? \$37,109.61 as of today.
- ? Cathy called 1st National for a pay off amount. Should be less than \$16,000. Pay off Tract I as soon as possible.
- ? Cathy will respond to Mr. Pentlarge who subdivided a lot with another owners. He doesn't want to pay dues for that ½. Board says ok for regular dues, but he has to pay special assessment.
- ? Jennifer will be another signer on the bank account. Cathy will get paperwork.
- ? Whale Bay – title company did not collect dues from new owners. Old owner is concerned they think they paid for them.
- ? ABOA Worksheet – David has been using it.
- ? Can we put in newsletter – please update your mailing address? Yes!

Motion to accept the Treasurer's Report/David Riley's Report.

Moved by Jim, seconded by Vince. **Carried**

Architectural

- ? Chris was not present.
- ? Christy Pospahala sent a letter regarding properties that she believes needs attention.
- ? Time to charge fines?
- ? Regarding letters and fines, need a better process for next summer. We can work through the kinks this winter and jump right on it next spring.

Vehicular

- ? Vince owes letters.

Welcoming

- ? Updated list pending from David Riley.

Grounds

- ? Jim wrapped tress (despite mean moose) and trimmed up the lower leaves.
- ? Leaf Miner newsletter wording needs to be changed from present tense to past. (Marie has already taken care of it.)
- ? Tract I – ABOA Maintenance starts 2004. Just add to current contract, which has been in effect for 2 years.
 - ? Maintenance group donated mower to M&A in return for 4 Tract I mowings and trim.
- ? No real review needed for renewal of current contract.
- ? 100th Fence staining of a few boards still needed. Next year.
- ? Refurbish ABOA signs. Have had quite a few comments from homeowners. Currently waiting for quotes.
- ? Tract L survey confirmation to Jim. Needs to be put in budget for next year.
- ? Street conditions. Ask Municipality what can be done and on what timeline? Jim & Eric will take off lines – individual assessments. Need scope of work.
- ? Tract I improvement ideas.
- ? Rock wall @ 100th & Bayshore – rebuild cap stones – estimates needed.
- ? Jim thinks we should add 100th to the mowing contract.

Membership Communication

Fall 2003 newsletter - Marie is doing the newsletter

- ? Fall '03 Newsletter is ready to go.
 - ? Still need bullet about dog bothering. Jim will get ordinance to include in the news letter.
 - ? Parking on street is a problem in particular when snow is present.
- ? Does ABOA have your (members) up to date e-mail?

Old Business

? Dogs/pet update: We still have enforcement issues.

New Business

? All new business covered under committee reports.

Future Meetings: 3rd Monday of each month

? December 15

Motion to adjourn.

Moved by Cathy, seconded by Vince. **Carried**

Meeting adjourned 9:05 pm.

Alaskan Bay Owners Association, Inc.
P. O. Box 220012
Anchorage, AK 99522-0012

Minutes of November 17, 2003
Board Meeting

Attendees: Eric Persson, Cathy Poulos, Jennifer Robertson, Jim LaBau, and Chris Robertson, David Riley

Board Member absent: Vince Porto

Quorum

- ? President Eric opened the meeting at 7:06pm and established a quorum with a minimum of four board members present.

Approval of minutes

- ? The minutes of the October board meeting were reviewed.

Motion to accept the October board meeting minutes as presented.

Moved by Jim, seconded by Cathy. **Carried**

Treasurer's Report

- ? There are 18 outstanding Homeowner's dues as of today.
- ? Tract I payoff is done, \$15,587.68 was the payoff amount.
- ? Additional signer forms were faxed from Stanley Morgan to Cathy. Considering we only want to add a signer, and the sheer volume of pages faxed to Cathy. Cathy will double check and make sure we have the right forms.
- ? Should we leave our banking at Stanley Morgan, for a yearly fee of \$125?

Motion to accept the Treasurer's report as presented.

Moved by Jennifer, seconded by Jim. **Carried**

President's Report

- ? David Riley will send an invoice with additional \$10 for being late for any unpaid dues at the end of the month.
- ? Will hold off on dues increase discussion until next year.
- ? Welcoming – 4 outstanding at this time.
- ? Website – Chris will work with the website until the next meeting and then present what is left to be done and ideas on how to get them done.
- ? Klatt/Bayshore Community Council meeting, November 6th, Eric attended. Fire department is going to all community council meeting to plead for no budget cuts.
- ? Planning and Zoning: Printed weekly MOA report from website. There is a number of issues but nothing that applies to our area directly.
- ? Membership Communication: Response letter to Ives' request to purchase portion of Tract I and addressing Ives' offer of Maintenance, stewardship of tract. Eric will write letter saying maintenance contract already in effect.

Grounds Report

- ? Jim LaBau presented next year's grounds budget for 2004. \$11,500 total. We also have three free additional mowings on Tract I, which was part of the riding lawn mower deal.
- ? Mears is going to put a fence in, but it might not be for a while because of budget constraints.
- ? Fence along 00th – there are a few boards that were replaced this summer. We decided we would try and stain those boards to match. If that won't work, then we'll repaint the whole fence. The stain issue will be evaluated in the Spring.

Architectural Control Committee (ACC)

- ? Chris and Eric will get together on ideas for getting with the homeowner at 3140 Admiralty Bay. While the board did not approve the request in a timely manner, the greenhouse is not within specifications and Eric and Chris want to work with the homeowner to bring the greenhouse up to house rules guidelines and specifications.
- ? Cathy talked to the Lowden's who want to install 2 windows in the south side of their house. The windows were approved. Cathy will give them a verbal okay and Chris will follow up with a formal letter.
- ? 3060 Admiralty Fence, Chris worked it out with the homeowners that the chicken wire would be removed by 10/31/03. Chris needs to verify that has been done.
- ? 10031 and 10041 Eshamy Bay will be putting up a new fence.

Old Business

- ? Unpaid dues – all dues for 2002/2003 up to date.
- ? In March, Eric wants to work on getting ready to press problems properties for resolution or the board will do the work and bill the homeowners.

New Business

- ? 2004 budget – went over existing budget and made changes to various categories and listed budget amounts.
 - ? Cathy will put in 2002 actuals and the board will re-evaluate proposed budget to those actuals next month
- ? Oliver's don't want to pay for their resale certificates.
 - ? There is currently no statement referring to Alaska statue for sellers to provide resale certificates in our house rules.
 - ? David put the 3 page statutes in the last 3 resale certificates.
- ? Next meeting at Jim's house.

Motion to adjourn.

Moved by Eric, seconded by Jim. **Carried**

Meeting adjourned 9:00 pm.

Alaskan Bay Owners Association, Inc.
P. O. Box 220012
Anchorage, AK 99522-0012

Minutes of December 15, 2003
Board Meeting

Attendees: Eric Persson, Vince Porto, Jennifer Robertson, Jim LaBau, and Chris Robertson, David Riley

Board Member absent: Cathy Poulos

Quorum

- ? President Eric opened the meeting at 7:15pm and established a quorum with a minimum of four board members present.

Approval of minutes

- ? The minutes of the November board meeting were reviewed.

Motion to accept the November board meeting minutes as amended.

Moved by Eric, seconded by Vince. **Carried**

Treasurer's Report

- ? David and Eric are working on improving the resale certificate.
- ? A letter telling the homeowner of the importance of the resale certificate is now in the resale certificate.
- ? Eric has faxed all the following information to the Olivers, (he hasn't heard back) :
 - ? Resale's Certificate is the seller's responsibility.
 - ? Closing agent should have checked the Alaska Statute regarding this issue.
- ? David Riley:
 - ? Cathy checked the mailbox a week ago.
 - ? No November bank statement yet.
 - ? 11 outstanding homeowners, approximately \$2,860.
 - ? \$10 fee assessed for all late dues.
 - ? Continue assessing late fees for the next couple of months then take action to collect.
 - ? It appears that a homeowner has asked to have her name changed, by notation on the yearly statement accompanying her dues payment. David will send a letter asking if this a formal name change? Then we'll keep her response in her file.

President's Report

- ? Welcoming – Up to date.

- ? Website – it's nearing completion and will have contact information on it.
- ? Klatt/Bayshore Community Council meeting – missed December meeting, agenda to review. January meeting on the 2nd.
- ? Planning and Zoning: Printed weekly MOA report from website, nothing affecting Bayshore.
- ? Membership Communication: E-mail up to date.

Grounds Report

Motion to discuss approving the sale of a minimum amount of land, on either side of Tract I, to homeowners for the purpose of restricting access to Tract I. This will not open any discussion to other homeowner's buying into Tract I.

Moved by Jim, seconded by Eric, Vince abstained. **Carried**

- ? Should Ives and Geller have to pay for all transaction fees relating to this purchase?
- ? Eric will have Geller and Ives draft letter to membership to be read at ABM regarding desire to purchase. Board to consider the benefit to the membership by eliminating possibility of future roadway.
- ? Eric reiterated that this sell/purchase would be to restrict access to the land to reduce the risk of the land being sold in the future and turned into tract housing.
- ? Do we need 2/3 vote from the home owners to approve this sell?
 - ? Need to review CCR's.

Motion to put this issue on the agenda for the general meeting in February.

Moved by Vince, seconded by Jim. **Carried**

- ? Tested Plant Skyd, a spray synthetic wolf urine on the trees to keep the moose away this winter. It's working.
- ? Street conditions. Jim contacted MOA:
 - ? Contact with city engineer about upgrade. Jim researched it, city engineers are looking at street improvement for 2004:
 - ? Bayshore
 - ? Eshamy
 - ? Admiralty
 - ? Curb owners will pay 10% of all improvements.
 - ? Jim believes they won't move on the plans until 2005.
- ? Spring 2004 issues:
 - ? Tract L – Survey/plans/path ideas.
 - ? ABOA Sign maintenance.
 - ? Rock Wall @ 100th & Bayshore – rebuild cap stones.

Architectural Control Committee (ACC)

- ? Eric wrote a letter to the homeowner of 3140 Admiralty Bay regarding the greenhouse. While the board did not approve the request in a timely manner, the

greenhouse is not within specifications. Can the homeowner, Eric, and Chris get together to figure out a way to bring it within specifications? Eric will e-mail the letter to Chris.

- ? Chris will do a presentation at the ABM about wanting to work with people on issues, but will start fining if there isn't timely cooperation.
- ? 3060 Admiralty fence is still up. Will assess fees by end of January and take down ourselves by end of February if there is still no compliance.

Vehicular

- ? Vince sent a letter to the home on Admiralty with the RV in the driveway.
- ? Got a complaint regarding a truck on the road. Snowplows had plowed it in.
 - ? David's office told them to send the complaint to ABOA Hotmail address.
 - ? Board thinks we should send the homeowner to the municipality. They have established laws. Maybe tickets will help.

Old Business

- ? 2004 Budget: Eric will get feedback to Cathy. She will revise budget and we will review during the January Board Meeting.

New Business

- ? General Meeting Planning:
 - ? Need mailings organized and mailed to Homeowners.
 - ? Vince will look into reserving the school for the meeting as well as check the bylaws about the actual date of the meeting.
- ? ABM topics:
 - ? Saved on interest by paying off Tract I loan early.
 - ? Website construction and availability.
 - ? Need to note more accomplishments for the previous year

Motion to adjourn.

Moved by Eric, seconded by Chris. **Carried**

Meeting adjourned 9:18 pm.