

September 17, 2025, Board Meeting Minutes

Present: Sheryll Apte, Vice President
Juliana Alspaugh, Secretary
Jen Boelts, Member at Large

Absent:

Homeowners present: Claudia Schaffner

Sheryll called the meeting to order at 6:44pm

Jen nominated Claudia to be our new treasurer, Sheryll seconded all voted yes.
Claudia will be the new treasurer.

Treasurer's report:

Claudia will contact the bank and get signature card and have three signers.

Jen motioned to add Claudia and Juliana as a signers, Claudia seconded, all voted yes.

We will forward past budget information to Claudia. The neighborhood laptop, treasurer files, mail key and flash drive were given to Claudia.

A budget will be produced for the year 2026 at the October 23rd annual meeting.

Claudia will set up log-in for herself and one other board member. Each separate, so you can tell who is logging on.

Claudia mentioned that a 1099 needs to be filled out for any business that WEHA pays for a service. She will check the files for past payments and make sure that is done going forward.

ACC requests

No new applications. 2310 and 2311 have completed their painting projects. 2412 did not file a request for ACC for roofing. ACC committee with contact them regarding filling out an application and completing the form.

Sheryll and Becky have been working on an Architectural Control Policy. It will be presented at the annual meeting. It covers roofing, fences/gates, decorative garden edging/borders and trees. The board will comment on the policy to get it finalized and voted in. Including all exterior facing fences will be sealed cedar or left to age naturally. Decorative borders are under 2 feet tall. Tree removal should be approved by the City of Olympia and follow the city's requirements with permits and replacement if necessary.

New business

The first meeting without John O'Conner. John leaves a big hole on the board. He took care of many of the tasks and not all of them fell under the current position that he had (treasurer). The pond maintenance, reports to the secretary of state, contacting arborists, paying the bills, among others. Juliana will create a calendar of items and when they need to be taken care of.

Don Silver has resigned from the board due to health issues. He will be greatly missed. His polite manner, quick wit and professionalism was an asset to the board.

City of Olympia has a policy regarding RV on the street. A letter will be sent to 2528 stating the Cities policies on parking RVs.

A letter will be sent to 2300 regarding the dead tree in their front yard. There was no response to the email sent after the last meeting.

Sheryll contacted 2307 to respond to their question to the board regarding painting the fence along Hoffman.

We continue to need volunteers to paint the uneven sidewalks. The board will purchase paint if someone volunteers. Thank you to Steve Freymond who offered to trim the limbs of the trees on Hoffman that border his property and to mark the uneven sidewalks. Thank you to Donna Snow, who also offered to help with painting the uneven sidewalks.

Annual Meeting set for October 23rd at 6pm over zoom. Link has been set up. Emails, kiosks have information, FB page has a post, and mailings have been sent.

The board would like to honor John O'Conner who was an original owner, a signer on the original bylaws, the board president in 1997 and then on the board in various rolls for the past 10+ years. His continued support and commitment have helped shape the neighborhood.

Sheryll proposed spending up to \$250 on a tree and a plaque that will read "We will miss the quiet moments and shared smiles, forever grateful for a good neighbor." Tree and plaque placement will be decided, but the 'Island' has been discussed as an option. Claudia seconded and it was unanimously approved.

Sheryll and Juliana will go through the 4 archive boxes, the various binders and paperwork. Scanning and/or documenting items that are relevant.

Meeting adjourned 8:30pm

Next meeting October 8th 6:00pm at Jen Boelts (2425)