



September 2018 Spotlight Newsletter



Have you observed suspicious activity in the neighborhood? If so, please dial 911 and ask for police to come check it out. At least two instances were reported this past month - a male prowling vehicles trying to get into them; and a couple sleeping overnight in a vehicle in a common area parking strip near a play area for children. The police track areas of activity, and are present more often in neighborhoods with a higher number of instances.

Mini Minutes from the September 19, 2018 Board Meeting

The meeting was called to order at 7:00 p.m. Those in attendance were Board members Brian Steward, Bob Potts, Henry Do, Emily Rischbieter, Ron Knowlton, Clara Mae Bird, Linda Venn and Yvonne Carslay.

President's Report:

Two tires have been dumped in the RV lot. Brian will contact King County to have them removed.

We have received the electrician's report, which was an inspection of the cabana and one unit to assess any potential areas of concern. This was conducted at the request of the insurance company. Brian will follow up with our insurance agent to determine if any work is required to maintain our policy, or if these are observations for us to consider. The report has been uploaded into Buildium if anyone is interested in viewing it. It is under "Documents" and titled "Electrical Inspection 2018".

Annual meeting plans were outlined, and all residents may look for their packet to be mailed in the next few weeks. It will contain the 2019 budget and other important information, so be sure to carefully read through the details. If you haven't marked your calendars yet, the annual meeting is scheduled for Tuesday, November 13 at 7:30 p.m. in the cabana. We encourage everyone to attempt to attend if at all possible, as the Board will discuss what work and actions have been taken this year as well as what plans are scheduled for 2019. In addition, we will be voting on several items and must have a minimum quorum for voting, so be sure to make your voice heard!

One homeowner requested an extension to bring the yard up to landscape committee requirements due to some problems encountered during the yard work, and was given a 30 day extension

Secretary's Report:

The August minutes have been approved.

Parking stickers have been ordered. It is important everyone provide updated vehicle information, as we register all vehicles and will be issuing a parking sticker for each vehicle which is registered. Vehicles parked for any length of time without a sticker will be posted with intent to tow and will eventually be removed from our parking areas. You may send updated vehicle information to Meridianfirs2@gmail.com, or complete and return the homeowner information form, which will be mailed to all homeowners in the annual meeting packet soon.

Communication received this month:

- Two requests for info for homes in MF1
- Guest parking request – referred to Linda
- Two homeowners reference their landscape warning letters
- Verification request from mortgage company on a residence for HUD
- Request for instructions and guideline on building a fence (referred to architecture form and house rules)
- Several Buildium requests – log in info; bill pay info; locating information

- One cabana reservation
- Vehicle update to prevent vehicle tow

Landscape Committee Report:

Notices have been sent to homeowners and fines assessed as appropriate as a result of the last yard inspection. Emily and Brian will be conducting another inspection soon.

Architectural Committee Report:

There were no new requests this month.

Treasurer's Report:

Balance summary:

Total Balance	\$347,251.93
Total Reserve to Date	\$288,764.42
Total Amount Outstanding	\$4,828.79

In August \$24,380.04 was transferred from reserves to pay for the gutters which were completed as per contract.

The CEDCORE report has been received and uploaded in Buildium. You may locate it under "Documents" and it is titled "CEDCORE 2018". This is a reserve study based on a thorough inspection and includes recommendations as to how we may best fund large projects such as painting buildings, gutter replacement, new roofing when needed, etc. This report is considered in the annual budget and relates directly to monthly dues, so it is a good idea to be familiar with where we stand financially and what considerations are important in future financial planning for the Association.

Comcast Update: Ron

Ron has been working with Comcast to get some answers to questions and establish effective communication with them. We have been experiencing difficulty in our communications with them, and have some questions on our bulk contract. It appears they are making some organizational changes which may continue to have some impact to our relationship with the company. Ron continues to work with them.

The meeting was adjourned at 9:11.

FREQUENTLY ASKED QUESTIONS (FAQS)

Who is the manager for MF2?

We do not have an "official" manager as of a couple of months ago. The Board members are working hard to address all needs and see that they are handled without delay, while taking action to assure we are proactive with property upkeep.

Who do I contact for help or to answer questions?

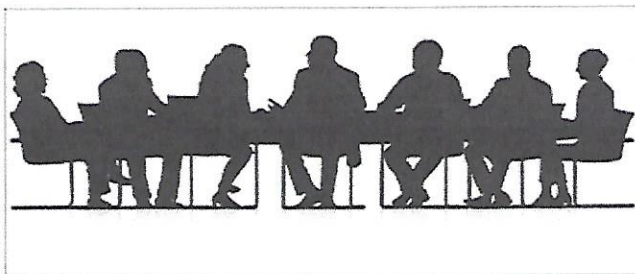
- The first choice is to send a message through Buildium. Use the message tab and click on "Contact us".
- Send an email to Meridianfirs2@gmail.com with your request, question, or need.
- Phone 253-334-1506 if an emergency, followed by any Board member if no immediate response.
- Contact a Board member by email or phone. All contact info is listed in every newsletter, is in Buildium and on the MF2 website.

Where is the money going from the Manager's salary? Is it being paid to Board members?

The funds budgeted for the Manager's salary for 2018 are going into our general funds, as savings. There has been no change to compensation for the Board members, who do receive a small salary (President, Treasurer and Secretary). There is no amount in the in 2019 budget for a Manager's salary.

Please help us do a good job, we are all homeowners trying to work together to maintain an attractive, clean and safe community. If you notice anything you feel is being neglected, please bring it to our attention. We welcome feedback and are happy to answer questions.

Thinking of selling your property? There are forms and documents that will be required from our HOA to provide the Title Company upon closing. There are fees involved, that must be paid up front before the documents can be released. These forms for viewing, copying and submitting are at our website, MF2 and in Buildium. The forms in question are called [HOA Demand Packet Request](#) and [New Homeowner or New Tenant Information](#) . NOTE: Multiple requests for these documents for the same property will amount to multiple fees. If you require assistance, please send an email to meridianfirs2@gmail.com



The Meridian Firs 2 Board Meeting is the third Wednesday of each month at 7:00 PM in the Cabana. If you would like to discuss anything with the Board, please be sure to email the President or Secretary (meridianfirs2@gmail.com) three days before the next meeting in order to be placed on the agenda. Homeowners are welcome to observe at any time.



Previous Newsletters & Handbook

Reminder that all previous newsletters are located in Buildium and on our website for your conveniences and reference: [Link to MF2 website](#)



As a reminder, House Rules section E states any dogs in the common area must be leashed and pet waste must be cleaned up immediately.



Upcoming Board Meetings

2018

- Board Meeting OCT 17 @ 7 p.m.

MF2 Mailing Address

Meridian Firs 2 HOA
24800 144th PI SE
Kent, WA 98042

Onsite Dropbox for Monthly Dues

Save postage by dropping your dues payment in our dropbox which is located next to the mailboxes at the top of the hill. Remember, your monthly dues are due on the 1st. Late fees will be added if not received by the 15th.

- ANNUAL MEETING NOV 13 @ 7:30 p.m.
- Board Meeting Dec 5 @ 7 p.m.
- Board Meeting Jan 16 @ 7 p.m.
- Board Meeting Feb 20 @ 7 p.m.
- Board Meeting March 20 @ 7 p.m.
- Board Meeting April 17 @ 7 p.m.
- Board Meeting May 15 @ 7 p.m.

The MF2 Board meets every third Wednesday at 7pm in the cabana. If you'd like to discuss anything with the Board, please be sure to email the President or Secretary a few days before the next meeting in order to be placed on the agenda. Homeowners are welcome anytime to observe.

ALSO

Meet with your Board members!

If you have any feedback, suggestions, ideas, or concerns about our neighborhood, feel FREE to contact anyone on the Board to set up a ***One on One meeting***, outside of the monthly Board meeting if you prefer. You can arrange the time, location, and details with the Board Member(s). You may also send your request for a meeting to meridianfirs2@gmail.com.

Visit MF2's website | Email Meridian Firs 2 at meridianfirs2@gmail.com

BUILDium: <https://www.buildium.com/>

Questions, concerns or comments? Please send us a note through Buildium. If emergency, or if you need help setting up in Buildium, call Yvonne at 253-334-1506

Meridian Firs No 2 Owners Association Board of Directors

Brian Steward (President, Landscape Committee)
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Henry Do (Treasurer)
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Ron Knowlton (Board Member)
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Heidi Carslay (Board Member)
253-222-2384 * hacarslay@gmail.com

Linda Venn (Board Member, Parking Committee)
253-854-0413 * mf2.lindav@gmail.com

HOMEOWNERS:

If you need to update your email address please email Secretary at
meridianfirs2@gmail.com.

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