

**Blue Ribbon Farms Property Owners Association  
Board of Directors Meeting  
March 16, 2016**

**Meeting minutes**

Members present:

Mark Cheney, Vice Chairman and Airport Committee chair

Gunar Clem

Trisha Davis

Larry Keene

Dan Masys, Secretary and Web editor

Steve Robinson

Rick Smith, Treasurer

Members absent: none

The meeting was called to order by Board chairman Mark Cheney at 7:00 pm.

The following items were discussed:

1. Treasurer's report

Approximately 25 BRF POA dues still outstanding, with the expectation that all but approximately 5-6 will pay their 2016 dues. A discussion ensued about measures to take, including liens and financial penalties for property owners who fail to pay annual dues. Currently, back dues are billed to escrow as a seller's expense when a property is being sold. Further action was tabled pending additional information on the cost of initiating and maintaining a lien against a property.

2. Follow-up on action items from 2016 annual Association meeting

a. Determining a basis for optimal target for Association financial reserves

Gunar Clem reported that in his research of how HOA's set targets for financial reserves, it became clear that reserves are for replacement of common assets, not for contingencies such as legal fees related to defending against lawsuits against the Association. Since the only common asset of BRFPOA of any substantial value is the airstrip, and its upkeep is part of the annual budget, the consensus was to hold the Association's reserves at the current level (approximately \$31,000), and spend to the current (2016) budget rather than attempting to underspend and thereby create

additional contributions to the reserves.

b. Consideration of two tiered dues based on use of the airstrip

In response to a question at the annual meeting about reducing annual dues for property owners who do not use the shared asset (the airstrip), the Board examined the components of the annual Association budget. Maintenance of common areas including the airstrip constitutes 28% of the annual budget (\$2800 of \$9954 total). There are currently 14 active pilots who use the airstrip, and if each contributed an additional \$100 in addition to their annual membership dues the cost of airstrip maintenance borne by the Association would be halved. A motion carried unanimously to send a card to pilots requesting this additional contribution in the current budget year. If successful, a corresponding decrease in Association-wide dues could be implemented in subsequent years, though it was noted that this would only reduce the \$50 annual dues by \$7 since the remainder of the Association's obligations, such as insurance, legal and accounting fees, are justifiably shared by all property owners.

c. Setting a date and planning for 2016 Neighbor Appreciation Day

Reviewing the Sequim community calendar for July shows that July 23<sup>rd</sup> is currently free of conflicts; July 30 would be a backup date. The event is envisioned as a picnic lunch with free airplane rides for Association members, and a community education program by Ken Balcomb on whales, if possible. Mark Cheney offered his hangar for the talk and picnic; parking is nearby and aircraft can be staged on his lawn adjacent to the airstrip. Dan Masys will head up the planning committee, which will meet in June to put the event specifics together.

d. Disaster planning task force

Keri McIntyre and Denise Cheney are organizing a group to create a disaster contingency plan, focused on earthquake and tsunami safety. Board discussion highlighted the possibility of using Association reserves for support of this activity.

e. Community Education Programs

As noted above, the first of these programs, hopefully with Ken Balcomb doing a talk about whales, will occur as part of Neighbor Appreciation Day on July 23.

3. End of terms for Treasurer and Secretary

Gunar Clem volunteered to be the new treasurer and Rick Smith will take meeting notes in the coming year; Dan Masys will continue to support web and other electronic communications.

4. New Business

Mark Cheney noted that to address airstrip turf issues an aerator needed; he was able to find an appropriate tow-behind model that would cost \$1400. This cost would pay back within 1-2 years vs. renting an equivalent unit. The purchase was approved unanimously by the Board with an action plan to list this and any other Association-acquired equipment on the BRFPOA website, along with a for Association members to borrow it.

Mid-field taxiway improvements are needed for the common easement between Aircourt Dr. and the runway. Mark Cheney made a motion for expenditure of up to \$1000 for fill dirt and equipment rental, which passed unanimously.

Mark Cheney reported on information gathered regarding flying of drones, model rockets, and model aircraft. He noted that by current FAA guidelines these devices cannot be banned entirely from airspace usage, but also cannot constitute a hazard to aircraft, and in case of conflicts the drone must land. Steve Robinson reminded the Board that a Board resolution banning use of the airstrip by model aircraft (and also parachute jumping onto the strip) was passed by the Board in 2012 and has not been rescinded. Some confusion about this has resulted from a proposed 2013 amendment to the CC&Rs on the same topic failed due to lack of a quorum at the Annual meeting. Steve further noted that much of the concern about model aircraft related to noise, and use of electric RC aircraft would allay much of the concern.

Mark Cheney will continue to pursue this and will draft language to be published on the BRFPOA website.

The next meeting June first week.

5. The Board adjourned at 8:30 pm. The next meeting will be the first week in June.