

CANTERWOOD DIVISION 12 STEP ASSOCIATION BOARD MEETING MINUTES
JUNE 15, 2016

A meeting of the Canterwood Division 12 STEP Association Board of Directors was held at the Diamond Community conference room on June 15, 2016 starting at 10:00 AM. This was the first meeting of the homeowner elected Board following the resignation of the Rush Residential members of the Board and the turnover of the Association by the Declarant, Rush Residential, to the homeowners.

In attendance at the meeting were Board members Lynn Singleton, Steve Tyson, Larry Fleming, Greg Piacitelli, and Bruce Schmitz. Carol Burton and Lisa Dillon of Diamond Community Management (DCM) were also present.

The Board opened the meeting with a discussion of a Settlement and Release Agreement that Rush Residential requested that the Board agree to in return for a \$5,000 payment to the Association. Rush had previously agreed to pay the \$5,000 without any conditions attached to the payment. The payment had been agreed to by Rush to help pay for inspection of homeowner STEP tankage that may have water intrusion problems. After discussion, all members of the Board agreed that the Board could not agree with any conditions in the Settlement and Release Agreement and Bruce Schmitz volunteered to write a letter to Rush documenting the Board position.

The Board next opened discussion on the election of officers to serve on the Board. After discussion Lynn Singleton was elected President, Greg Piacitelli was elected Vice-President, and Bruce Schmitz was elected Secretary/Treasurer. In a separate discussion it was agreed that Steve Tyson and Larry Fleming would serve a one year term effective January 1, 2016 and that the other three Board members would serve 2 year terms.

The Board discussed the need to inform all STEP Association homeowners on the change in the Board membership and the amendments made to the Association CC&R's. Carol Burton agreed to draft a letter to homeowners informing them of the change and to also request updates on homeowner addresses, phone numbers and e-mail addresses. The letter is to be submitted to Board for review and comment by the following Wednesday.

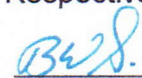
One of the amendments to the CC&R's was to clarify that the Association does fall under the rules and regulations of RCW 64.38 governing homeowner associations. The Board members were encouraged to read all provisions of this RCW in order to assure that all Board business is conducted in accordance with this document. The RCW may be accessed on the internet by googling Washington State RCW 64.38.

Lisa Dillon took an action to get Bruce on the list of authorized signatures for the Association checking account.

The Board discussed the needed frequency of meetings and agreed that nominally the Board would meet on a quarterly basis. The next meeting of the Board was scheduled for Tuesday, September 20, 2016 at 9:30 AM at the DCM conference room.

The Board meeting was adjourned at 12:00 PM.

Respectively submitted,



Bruce Schmitz
Secretary/Treasurer