



**Trutina BoD**  
**Tuesday, October 8, 2024**  
**New Love Coffee**  
**Meeting Minutes**

Attendees: Deloris Duquette, Steve Ward, Jaren Overstreet, Joe Frank, Cindy Thomson

1. Call to Order @ 1:30PM
2. Approval of Board Meeting Minutes: BOD meeting minutes from 9-10-24 were unanimously approved by the board over email on 9-12-24.
3. Old Business
  - a. BOD Insurance – The insurance quote was shared with the board. The cost was high, so the board discussed the idea of asking the Apartment insurance carrier to bid the BOD insurance.
  - b. Reservation Policy for Clubhouse: The Board decided to leave the policy as is, but update the damage clause to include lack of cleaning. This change has been made.
  - c. Form for resident access codes to the clubhouse – Joe Frank will talk with RPM about developing a process doc outlining the process for adding and removing members from the access system. The goal being to roll out new process by November 1<sup>st</sup> and look to be fully transitioned by end of 2024.
  - d. Landscaping Bids – 4 bidders. Greenscapes bid is complete, but waiting on final bids from Greenleaf, Verdant and Dundee.
  - e. Funding request for Holiday Party – Still on hold, awaiting more information.
  - f. Monthly Financials in Excel: The was part of the last monthly reports sent by RPM.
  - g. Native Grass Mowing Frequency: The discussion was for 2 mows per year for established areas.
  - h. Spa Space: Board working on survey to be sent out to the membership.
4. New Business
  - a. Tire Marks and Rust Stains from landscaping contractor: Tire marks are responsibility of homeowners to clean off, if they desire. Rust stains will be cleaned by contractor. It is the understanding from RPM that all the people that have previously reached out about

these rust stains have been taken care of. If there are more out they just need to submit a service request to RPM.

- b. Yard Waste removal for homeowners: Liberty Lake sewer and water department will be accepting yard waste drop offs between Oct 28<sup>th</sup> and Dec 2<sup>nd</sup>.
  - c. Volunteer Committees: General discussions about welcoming committee and landscape committee but no action taken.
  - d. 2025 Budget: RPM expected to have the budget draft to the board by Oct 11<sup>th</sup>.
  - e. Mowing: Budget was built on 27 mows. As of this meeting there have been 27 mows. The board made the decision to not mow the week of Oct 14<sup>th</sup> and would make the decision in the future about one last mow or not.
  - f. Clive Swale: No work performed on this swale yet. Deloris provided some additional potential leak information, and this was passed along to the Greenstone Development Manage, Kevin Schneidmiller.
5. Meeting Adjourned at 3:20PM