

# Shawnee Ridge Homeowners Association

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## Minutes of March 3, 2026 Board Meeting

### Call to Order and Roll Call

The meeting, held at the office of JC Higgins & Associates, was called to order at 4:30pm  
**Board Members Attending:** Brian Spindor, Brendan Jeffreys, Jenny Besaw, and Blake Boling.

**Board Members Absent:** Mike Bench  
Lorne Martin represented JCHiggins & Associates

**Review of Minutes:** The minutes of the February 3, 2026 board meeting were reviewed and approved with corrections.

**Comments from Homeowners:** There were no homeowners present at the meeting.

### Review of Financial Statement:

The Board reviewed and accepted the financial statement for January 2026 as prepared by JCHiggins & Associates.

### ACC Application:

- Lot 28 – The Board reviewed and approved an application from Lot 28 to extend their driveway.
- Lot 29 - The Board approved a request to park storage pods in their driveway temporarily while they are preparing to move.

### Old Business:

### CC&R Amendment

- The Board approved the proposed changes to CC&R's. Brian Spindor will draft a ballot and cover letter for the Board's review. The Board will approve the ballot and letter via email, and the cover letter, proposed changes and ballot will be mailed to the homeowners by April 1, 2026. An informational membership meeting will be held to discuss the proposed changes on April 7, 2026, and all voting will be done by mail-in ballot.

### Meeting Notice and Agenda

- The Board reviewed RCW 64.90.445(2)(f), which addresses requirements for providing notices and agendas of board meetings to members. Because the annual meeting schedule has already been distributed to the membership and is posted on the association's website, the Board approved a motion, consistent with the statute, not to provide written notices and agenda copies to members prior to each meeting.

## **Officer Elections**

- The Board completed the election of Officers tabled from the January meeting. Brendan Jefferys was elected as Treasurer and Blake Boling was elected as Secretary.

## **Community Committees**

- ACC Committee – The Board tabled this to the next meeting.
- Community Events Committee – A request for volunteers for the Community Events Committee was sent to all the homeowners and posted on the website January 27<sup>th</sup>. There have still been no responses to date.

## **Investment / Reserve Funds Policy**

- The Board approved a motion to invest \$11,000 of reserve funds into a 6-month Time CD and \$59,000 of operating savings funds into a 6-month Time CD totaling \$70,000 both with Edward Jones currently at 3.80% APY with no penalties for early withdrawal of the funds.

## **New Business:**

### **Walking Trail Around Storm Pond**

- Brendan Jefferys will research the feasibility of adding a walking trail on the HOA's property around the storm pond area.

## **Executive Session**

The Board adjourned into Executive Session at 5:12pm to discuss compliance matters.

### **Reconvened the Regular Session**

The regular session was reconvened at 6:10pm. The Board approved obtaining a legal opinion on a compliance matter and a procedural question. The Board reviewed an appeal of violation fines and approved reducing the fine.

## **Adjournment**

The meeting was adjourned at 6:10pm

Respectfully submitted by Lorne Martin – JCHiggins & Associates