

# **Newberg Crest Homeowners Association Board of Directors Meeting Minutes**

**DATE/TIME:** November 2, 2023  
7:04 p.m.  
Lane Residence, Lot 12

## **BOARD MEMBERS PRESENT:**

Scott Raupp	President
Kelly Raymond-Hicks	Vice President
Tiara Wallner	Treasurer
Barbara Lane	Secretary
Pam Myers	ACC Chair
Adam Wallner	MC Chair

## **HOMEOWNERS PRESENT:**

Jordan Hicks – Lot 1

## **ESTABLISHMENT OF QUORUM/CALL TO ORDER:**

A quorum was established, and the meeting was called to order by President Scott Raupp at 7:04 p.m.

## **APPROVAL OF MINUTES:**

Minutes of October 4, 2023 meeting were approved.

## **UNFINISHED BUSINESS:**

- Moving of mailboxes: Scheduled for November 12. Barbara to notify all homeowners via email and Facebook, asking that homeowners empty their mailboxes by evening of November 11.
- Knox box: Still awaiting one additional part. Snohomish Fire Department will do the installation. Adam Wallner will coordinate with SFD for installation. Adam needs contact info for Knox box.
- Website: Add updated ACC form.

## **FINISHED BUSINESS:**

- HOA P. O. Box: Barbara Lane is now authorized box holder. Tiara Wallner has been added as authorized representative.
- Bank accounts have been transferred from James Mancini to Tiara Wallner, and James has been removed from the account.
- Lot 17: Tree-trimming has been completed.

**NEW BUSINESS:**

- Facebook page: Add Kelly Raymond-Hicks as admin.

**HOMEOWNER'S COMMENTS:**

- None received.

**ADJOURNMENT:**

Meeting adjourned at 7:27 p.m.

Respectfully submitted December 6, 2023 by Barbara Lane