

McFarland Farm Association
BOARD MEETING MINUTES
April 7, 2026

Call to Order: 5:44pm (PST): Libby

Roll Call: Libby Hartman, Christine Charters, Ken Phillips, Andy Luts, Karen Griffiths and Joe Sorensen

Absent: Vanessa Gunther

Others Present: N/A

Open Forum for Members

Meeting notes

Administrative

Approval of Previous Meeting Minutes: Libby requested approval of the previous meeting minutes, Christine made a motion to approve, and the group agreed to expedite future approvals of minutes within a week of meetings.

Treasurer's Report and Financial Updates:

February Report:

Beginning Checking Balance (2/1/2026): \$6,456.93

Total Deposits (February): \$755.00 (annual fees)

Debits Cleared:

- Adobe (recurring payment): \$46.68
- Sequim Museum (room rental donation): \$100.00
- Kneiss Law (Invoice #1985 – Colin Ryan): \$796.50
- Total Debits Cleared: \$943.18

Ending Checking Balance (2/28/2026): \$6,268.75

Time Accounts:

- Time Account #8100: \$7,807.12
- Time Account #5520: \$25,936.12
- Total Time Account Funds: \$33,743.24

Total Funds (Checking + Time Accounts): \$40,011.99

March Report:

Beginning Checking Balance (3/1/2026): \$6,268.75

Total Deposits (March): \$225.00 (annual fees)

Debits Cleared:

- Randy Kanoff (install 2nd McFarlands sign): \$368.33
- CalG Law (review docs & emails, short-term rentals): \$792.00
- Joe Sorenson (annual meeting refreshments): \$43.53
- All State Mini Storage (document storage – 6 months): \$290.81
- Adobe (recurring payment): \$46.68
- Kneiss Law (Invoice 2006 – Colin Ryan): \$88.50

- Total Debits Cleared: \$1,629.85

Ending Checking Balance (3/31/2026): \$4,863.90

Time Accounts:

- Time Account #8100: \$7,824.75
- Time Account #5520: \$25,936.12
- Total Time Account Funds: \$33,760.87

Total Funds (Checking + Time Accounts): \$38,624.77

Recurring Expenses Clarification: Christine noted the recurring Adobe payment of approximately \$46.68 per month and questioned its necessity, suggesting a review with Karen to confirm the applications being used.

Financial Document Review and Sign-Off: Christine will bring financial documents to Andy and Libby for review and signature, ensuring a backup review for accuracy. Libby agreed to sign after reviewing the documents with Christine.

Old Business

Payment for Sign Installation: Christine confirmed that Randy Kanoff was paid \$368.33 for the installation of the second sign, and other payments were made for legal services and storage.

New Owner Welcomes and Assignment: Libby led a discussion on welcoming new owners, assigning Joe to welcome Jim Devlin and Anna Spoud, Libby to welcome Madeline Houston and Daniel Hauptman, and Donald and Jennifer Hannah, with emphasis on providing covenants and contact information.

Welcoming Process Details: Libby described the welcoming process as informal, focusing on greeting new owners, providing a copy of the covenants, ensuring they have a contact person, and inviting them to board meetings.

Storage Unit Management and Access: Andy updated the group on the storage unit, confirming key holders (Andy, Libby, Christine), payment arrangements, and the unit's size, with Christine paying for six months at a time and Libby requesting address details for record-keeping.

Payment Arrangements: Christine pays for the storage unit in six-month increments, totaling \$290.81, to avoid monthly payments and secure a discount.

New Business

New Lots and Property Sales Updates: Libby and Christine discussed new lots and property sales, including the Gooches planning to sell their house and Noreen and Kevin O'Neill's house going on the market, with additional updates on other properties and ownership changes.

O'Neill Property Listing: Libby confirmed that Noreen and Kevin O'Neill's house (Lot 50) has recently gone on the market, with the owners having moved to Reno.

Other Property Updates: Libby and Christine discussed additional properties, including a new for sale sign on Happy Valley Rd and recent moves by other residents, with Christine providing details about the Bit Insurer family and Joan Morris's passing.

Community Trash Pickup Initiative: Christine observed significant trash accumulation in the ditches along McFarland Drive, prompting the suggestion for a community cleanup. Christine proposed a community trash pickup initiative for McFarland Drive, with Libby and Joe supporting the idea, and Christine volunteering to organize the event, including plans to coordinate with Karen and use SurveyMonkey or Doodle for scheduling.

Filing Process and Fee: Andy completed the annual corporate filing with the state, updating board information and paying a \$20 filing fee, with Christine to reimburse upon receipt. Andy identified the need to correct the association's status from 'charitable' to 'non-profit', with plans to document the process for future reference.

OneDrive Folder Creation: The group agreed to create a new OneDrive folder for corporate filing documents, ensuring easy access and reference for future filings.

HOA Request Handling for Property Sale: Libby, Christine, and Ken discussed handling HOA requests related to property sales, with Christine agreeing to respond to inquiries about dues and provide information to title companies,

PO Box Usage: The group decided to use the PO Box and address correspondence to the MFPOA president, rather than individual names, to streamline future requests.

Next Meeting Scheduling: Libby scheduled the next meeting for June 2nd at 5:30 PM at the Sequim Museum Makers' Lab

Moved to Executive Session @ 7pm