

McFARLAND FARM

POA BOARD MEETING MINUTES

1 December 2025

Call to Order: 5:00pm (PST): Libby

Roll Call: Libby Hartman, Denny White, Christine Charters, Ken Phillips, and Andy Luts

Remote Attendance: Karen Griffiths

Absent: Joe Sorensen and Vanessa Gunther

Others Present: None

Approval of Board Minutes for 9 October 2025

- Passed by acclimation

Treasurers Report: Christine

- See attached report
- Account Activity (October):
 - o October: \$1871.14 moved from CD to checking with a \$43 penalty to cover expenses and payment of all fines associate with Lot 56-B
 - o \$46.68 for Adobe – paid monthly All fines paid in full
 - o Ending balance: \$41, 889.16
- Account Activity (November)
 - o \$46.68 for Adobe
 - o \$21.75 interest paid on CD
 - o \$5,000.00 CALG charges paid in November
 - o Ending balance: \$36,939.20

Update Lot #7: Andy

- Owner asked for all Board Minutes from 2024 and was directed to MFPOA website
- Owner also asked the Board to send a notice to all residents of a poll in support of his position which he claims is a historical building
- **Outcome:** Joe will let owner know that a post on the bulletin board can be made by members
- **Outcome:** Board will not initiate communication with MFPOA residents as this is beyond their role

Community Association Law Group (CALG) Update: Andy

CALG Assessment So Far...

Your Community is Not a WUCIOA “common interest community”

Assuming that you still confirm that the Association has no common property, then you also do not meet the definition of “Common Interest Community” under WUCIOA and therefore, that statute does not apply. That definition provides:

"Common interest community" means real estate described in a declaration with respect to which a person, by virtue of the person's ownership of a unit, is obligated to pay for a share of real estate taxes, insurance premiums, maintenance, or improvement of, or services or other expenses related to, common elements, other units, or other real estate described in the declaration. "Common interest community" does not include an arrangement described in RCW [64.90.110](#) or [64.90.115](#). A common interest community may be a part of another common interest community."

The two listed exceptions are for cost sharing and party wall agreements, but again, because there is no common property, WUCIOA at RCW 64.90 does not apply to you either. **Thus, you do NOT have to follow any of the HOA Act provisions nor any of the WUCIOA provisions –even after January 1, 2028.**

- Confirms the MFPOA is not a HOA under Washington law due to the lack of community property.
- Will need to revise bylaws and clarify the distinction between rules and covenants, with further legal guidance expected before the annual meeting
 - o CALG offered to provide standardized bylaws for a flat fee, which is covered by the board's existing legal retainer.
- CALG is reviewing the validity of the short-term rental covenant in light of recent case law and a challenge from a resident. The board expects written legal guidance before the annual meeting to clarify the enforceability of such covenants.
- **Outcome:** Andy will coordinate with CALG to obtain standardized bylaws, clarify the distinction between bylaws and rules, and review the validity of specific covenants (including short-term rentals) in light of recent legal precedents, aiming for resolution before the annual meeting.
- **Outcome:** Andy will also consult with CALG to determine the appropriate retention period for physical ballots from community votes and implement a consistent policy for future record keeping.

Voting Records and Physical Document Storage: Libby

- The board discussed the need to document votes on covenant changes, retain ballots for a defined period (potentially five years), and possibly store records in a rental unit to ensure compliance and transparency.

- Current MFPOA records are housed at Denny White's property. Need to establish a permanent repository
- **Outcome:** Ken will identify and secure a small rental storage unit for board documents and records, with consideration given to cost and potential conflicts of interest and coordinate the transfer of existing materials from current storage area.

Denny White's Last Meeting

The board wishes to thank Denny White for his 11 years of volunteer service to the McFarland Farm Property Owner's Association Board of Directions. Over the years he's dedicated countless hours helping to keep McFarland Farm a "truly nice place to live," as well maintaining it as a safe, friendly, clean and the rural single family home setting in our beloved community. For the past several years he's served as Board President. He and his wife Jenny opened their home to host our meetings, as well as served as master barbequers at our annual picnics. You'll be greatly missed!

Future Board Meeting Site: Libby and Andy

- Board meeting schedules, venue options, and the use of hybrid (in-person and Zoom) formats need to accommodate members' availability and preferences.
- **Venue Alternatives:** Potential venues include members' homes, an assisted living facility, and the new library's conference rooms, with costs and availability to be confirmed. The group agreed to continue offering both in-person and Zoom options.
- **Meeting Frequency and Timing:** The board will maintain a bi-monthly meeting schedule, with additional prep meetings as needed before the annual meeting.
- **Outcome:** Libby will confirm preferred days with Vanessa and Joe.

Property Sales/New Owner Welcome: Christine and Libby

- Two properties have recently sold Lot 56-B and Lot 56-C
- **Outcome:** Libby will meet with Lot 44 new owners
- **Outcome:** Karen will meet with Lot #43 new owners

Farm Sign Installation and Maintenance: Denny, Libby, and Christine

- Still looking for a property owner on the North side entrance who will agree to let us install the second McFarland Farm sign on their property
- The board budgeted \$400-\$500 for installation, with the handyman who installed the previous sign ready to perform the work, including cementing the sign in place.

Annual Meeting Planning and Logistics: Libby, Karen, and Christine

- Venue reservation, agenda topics, check-in procedures, food arrangements, and communication to community members discussed
 - **Outcome (Agenda and Materials):** All board members will review and provide feedback on the annual meeting invitation and voting materials to Karen by 5 December 2025, and ensure the agenda is updated and accessible in OneDrive for further input.
 - **Outcome (Attendance Tracking):** Christine will update and print the member list in last name order for annual meeting check-in, ensuring space for attendance, lot number, and dues payment notation, and verify email/contact information as needed.
 - **Outcome (Presentation Deck):** Libby will start creating the new annual meeting presentation deck using the previous year's version as a template, assign sections to relevant board members, and ensure content is ready for review before the January meeting.
 - **Outcome (Financial Report):** Christine will prepare a financial report for the annual meeting, including a comparison of projected versus actual expenses, especially legal fees, and outline budget assumptions for board review.
 - **Outcome (Gift Card Recognition & one raffle):** Christine will arrange for purchase of gift cards.
 - **Outcome (Fireworks Vote):** Libby will include a vote on fireworks in the annual meeting agenda and ensure the process for voting is clearly communicated to attendees.
 - **Outcome (New Owner Introductions):** Board members who have welcomed newcomers will introduce them at the annual meeting
 - **Outcome (Meeting Logistics):** Board member tasks will be assigned at planning meeting. Christine will manage check-ins and dues collection at the annual meeting ensuring coverage and proper documentation, and coordinate food and beverage arrangements.
 - **Outcome (Agenda Confirmation with Absent Members):** Libby will follow up with Vanessa and Joe to confirm that the first Monday (or Tuesday, if needed) of every other month works for future board meetings.

Meeting Adjourned: 6:51PM (PST)

Next Meeting: 6 January 2026 Location TBD

Vanessa Gunther, Secretary, MFPOA