

DEER RUN HOA BOARD MEETING

October 21, 2024

Present: Dennis Peters, Candace Peters, Peter Collins, Bob Stewart

The meeting was called to order at 7:03.

Minutes of the June 18, 2024 meeting were approved as published.

President's report:

- Sylvia Blais has been contracted to keep the Deer Run website updated.
- Dennis updated the board on the Poulsbo B&O tax, which we will not have to pay because the hoa income does not meet the \$100,000 threshold.
- As authorized in the last board meeting, Dennis bought a storage container for the HOA 's signs, dog waste station accessories, and other hoa materials. The container is located at 2315 Bjorn St.
- The updated R&Rs are now on the DRCO website. The newest version prohibits storing unregistered or inoperative vehicles on a Lot driveway.

Treasurer's report:

- A copy of the September financial statements is enclosed with these minutes.
- The board approved the June through September expenses.
- The board approved transferring \$5000 from the checking account to Edward Jones to be invested in a certificate of deposit.

New Business:

- The board discussed fees for individual and company owners and that rent out the houses they own. Washington State law requires the hoa to maintain a list of all residents; it often requires extra work on the part of the board to obtain that information from the owners. Pete suggested including the forms used to update tenant information, which are available on the website, with the annual dues statement and to include a check box that states there has been no change on the form. Dennis will update the tenant reporting form and draft an amendment to the Rules & Regulations to include the rental property fee for the board's review.
- Dennis will draft an amendment to the Rules & Regulations that state the property transfer fees paid by the purchaser of a Deer Run property that were approved in previous a previous board meeting.

Member comments and questions:

- In response to a homeowner's inquiry, the board briefly discussed what is necessary to get fiber optic internet into Deer Run. Bob reminded the board that a previous inquiry about that learned that all owners would have to agree to paying the expense of installing the fiber optic cable. Dennis will investigate the issue to learn if anything has changed.
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The meeting adjourned at 8:15.

Candace D Peters
Secretary

Deer Run Community Organization

Balance Sheet

As of September 30, 2024

		TOTAL
ASSETS		
Current Assets		
Bank Accounts		0.00
Due from bank		13,419.68
Kitsap Bank		13,419.68
Total Due from bank		\$13,419.68
Total Bank Accounts		\$13,419.68
Accounts Receivable		1,485.00
Accounts Receivable		1,485.00
Total Accounts Receivable		\$1,485.00
Other Current Assets		50,647.71
Investments - Edward Jones		0.00
Prepaid Expenses		0.00
Suspense account		160.00
Undeposited Funds		50,807.71
Total Other Current Assets		\$50,807.71
Total Current Assets		\$65,712.39
Fixed Assets		
Capital Improvements		
Bjorgen Creek fence		11,624.85
Bjorgen Creek fence		-6,687.00
Bjorgen Creek fence deprec.		4,937.85
Total Bjorgen Creek fence		4,937.85
Noll Road fence		15,381.87
Noll Road fence		-12,441.00
Noll Road fence depreciation		2,940.87
Total Noll Road fence		7,878.72
Total Capital Improvements		\$7,878.72
Total Fixed Assets		\$7,878.72
Other Assets		0.00
Liens Receivable		0.00
Total Other Assets		\$0.00
TOTAL ASSETS		\$73,591.11

Deer Run Community Organization

Balance Sheet

As of September 30, 2024

		TOTAL
LIABILITIES AND EQUITY		
Liabilities		
Current Liabilities		
Other Current Liabilities		0.00
Out Of Scope Agency Payable		0.00
Suspence account		0.00
Washington State Department of Revenue Payable		\$0.00
Total Other Current Liabilities		\$0.00
Total Current Liabilities		\$0.00
Total Liabilities		\$0.00
Equity		
Opening Bal Equity		0.00
Retained Earnings		64,205.33
Net Income		9,385.78
Total Equity		\$73,591.11
TOTAL LIABILITIES AND EQUITY		\$73,591.11

Deer Run Community Organization

Profit and Loss

June - September, 2024

	TOTAL	
	JUN - SEP, 2024	JAN - SEP, 2024 (YTD)
Income		
Dues	10,575.00	10,575.00
Fines		150.00
Interest Income		
Edward Jones	1,027.53	1,756.96
Total Interest Income	1,027.53	1,756.96
Transfer fee		600.00
Transfer fee - Individual	200.00	200.00
Total Transfer fee	200.00	800.00
Uncategorized Income		3,122.00
Total Income	\$11,802.53	\$16,403.96
GROSS PROFIT	\$11,802.53	\$16,403.96
Expenses		
Accounting Software	251.41	401.71
Communications		29.79
Postage		145.20
Web site	119.88	174.99
Total Communications	119.88	174.99
Insurance	-1,893.16	1,963.75
License & Taxes		248.00
Maintenance - General	574.60	1,146.06
Maintenance - Landscape	900.91	2,320.51
Meetings		50.00
Annual Meeting		75.00
Other Meetings		125.00
Total Meetings		125.00
PO Box Rental	182.00	182.00
Professional Services	62.40	438.68
Supplies		17.48
Total Expenses	\$198.04	\$7,018.18
NET OPERATING INCOME	\$11,604.49	\$9,385.78
NET INCOME	\$11,604.49	\$9,385.78

Deer Run Community Organization

Profit and Loss Comparison

January - September, 2024

	TOTAL	
	JAN - SEP, 2024	JAN - SEP, 2023 (PP)
Income		
Dues	9,000.00	9,225.00
Fines	245.00	
Interest Income		
Edward Jones	1,756.96	1,454.34
Total Interest Income	1,756.96	1,454.34
Late payment charge	70.00	10.00
Returned Check Charges		6.00
Transfer fee	600.00	50.00
Transfer fee - Individual	200.00	200.00
Total Transfer fee	800.00	250.00
Unapplied Cash Payment Income	-60.00	-105.00
Uncategorized Income	3,122.00	
Total Income	\$14,933.96	\$10,840.34
GROSS PROFIT	\$14,933.96	\$10,840.34
Expenses		
Accounting Software	401.71	120.24
Communications		
Postage	29.79	13.20
Web site	145.20	195.50
Total Communications	174.99	208.70
Depreciation		4,561.00
Insurance	1,963.75	1,786.00
License & Taxes	248.00	90.00
Maintenance - General	1,146.06	496.92
Maintenance - Landscape	2,320.51	9,845.69
Meetings		
Annual Meeting	50.00	65.38
Other Meetings	75.00	30.20
Total Meetings	125.00	95.58
PO Box Rental	182.00	176.00
Professional Services	438.68	533.75
Supplies	17.48	
Total Expenses	\$7,018.18	\$17,913.88
NET OPERATING INCOME	\$7,915.78	\$ -7,073.54
NET INCOME	\$7,915.78	\$ -7,073.54

Deer Run Community Organization
2024 Board Approved Budget

	2024	Actual > 9-30-24
Operating Income		
Dues (1)	10,575	10,575
Transfer fees	0	800
Late payment fees	0	0
Fines	0	150
Other	0	3122
Total Operating Income	\$ 10,575	\$ 14,647
Investment Income	\$ 1,800	\$ 1,757
Total Income	\$ 12,375	\$ 16,404
Operating Expenses		
Printing	0	0
Postage	26	30
Web site	250	145
Insurance	1,923	1,964
Legal	1,000	0
License & Taxes	90	248
Maintenance - general	500	1,146
Maintenance - landscape	3,500	2,320
Annual & board meetings	250	125
PO box rental	190	182
Professional services	360	439
Office supplies	25	17
Accounting software	570	402
Other	50	0
Total Operating Expenses	\$ 8,734	\$ 7,018
Net Income	\$ 3,641	\$ 9,386
Operating expenses per Lot	\$ 61.94	\$ 49.77

Deer Run Community Organization

Check Detail
June - September, 2024

DATE	TRANSACTION TYPE	NUM	NAME	MEMO/DESCRIPTION	CLR	AMOUNT
Due from bank						
Kitsap Bank						
06/03/2024	Expense		QuickBooks Online	June subscription	R	-60.12 60.12
06/03/2024	Expense		GoDaddy.com	annual web host fee	R	-119.88 119.88
06/20/2024	Expense		Home Depot	storage bin for drco materials	R	-247.60 247.60
06/20/2024	Check	2164	Green Triangle Landscaping	June maintenance	R	-283.92 283.92
07/01/2024	Expense		Home Depot	lawn edging	R	-49.15 49.15
07/02/2024	Expense		QuickBooks Online	july fee	R	-60.12 60.12
07/17/2024	Check	2165	The Tree Guy	NGPA tree down on 2245 Dalarna Ct. fence	R	-327.00 327.00
07/18/2024	Check	2166	Green Triangle Landscaping	July landscaping maintenance	R	-283.92 283.92
08/01/2024	Check	2167	Sylvie Blais	Invoice 72	R	-62.40 62.40
08/01/2024	Expense		QuickBooks Online	august fee	R	-60.12 60.12
08/05/2024	Check	2168	USPS	annual po box rental	R	-182.00 182.00
09/04/2024	Expense		QuickBooks Online	September fee	R	-71.05 71.05
09/23/2024	Check	2169	Green Triangle Landscaping	August maintenance	R	-283.92 283.92