

WEST TAPPS MAINTENANCE COMPANY
Board of Trustees Meeting Minutes
3302 C West Tapps Dr E, Suite C
Lake Tapps, WA 98391

1 Special Board Meeting

2 Wednesday March 9th, 2022

3 In-person

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5 Call to Order

6 Meeting called to order at 8:24pm by Duane Bratvold.

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8 Attendance

9 Trustees Present

10 Duane Bratvold, President

11 Shawna Wallace, Vice President

12 Adam Gregorich, Treasurer

13 Kit Bourn, Secretary

14 Cliff McIntosh

15 Bruce Upton

16

17 Staff Present

18 None Present

19

20 Guests Present

21 None Present

22

23 Homeowners Present

24 None Present

25 Determination of Quorum

26 Quorum Reached.

27

28 Executive Session

29

30 Motion (220309.2025) to move to executive session to discuss personnel matters by Gregorich,
31 seconded by McIntosh.

32 **Approved:** Unanimous

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34 Motion (220309.2027) to accept Melissa Gubbe employment offer as discussed in executive
35 session by Gregorich, seconded by Wallace.

36 **Approved:** Unanimous

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39 Meeting Adjourned

40 Motion (220209.2039) to adjourn by McIntosh, seconded by Wallace.

41 **Approved:** Unanimous

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| 43 Meeting Minutes Prepared by | Date |
| 44 Christopher Bourn | 03/09/2022 |

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| 46 Secretary Approved | Date |
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| 49 Board Approved | Date |
| 50 | 04/13/2022 |