



**MOUNTAIN PARK HOMEOWNERS ASSOCIATION**

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**Mountain Park Homeowners Association  
BOD Meeting Minutes 12/16/2025**

**Meeting called to order 19:00 by President Brett Evans**

**Roll call by Secretary Mychelle Evans**

Present were:

MPHA/P Brett Evans

MPHA/T Robert Welsh

MPHA/S Mychelle Evans

MPHA/MAL Derek Zable

MPHA/VP Lisa Mason- Absent

Guest- Carrie Munson CPA

**Introduction-**

1. BOD members were introduced to guest Carrie Munson, CPA. Carrie Munson, CPA introduced herself.

**Review of Contract-**

1. Carrie Munson, CPA is accepting our account as our new bookkeeper/CPA.
2. Transfer Procedures
  - a. Give Carrie Munson, CPA accountant admin status to Quickbooks Online- Mychelle
  - b. Quickbooks wholesale discount can be transferred.
  - c. 2 years tax returns- Bob
  - d. Bank Statements- Bob
  - e. Change of address from Bookkeeping Gals to Carrie Munson, CPA.
3. Contract for 1 year effective 1/1/2026. \$95.00/hour during the migration phase. Maybe a month or two, then \$300/month.
  - a. Motion to approve contract- T, 2<sup>nd</sup> MAL Approved 4/0.
4. Carrie will write up a termination letter for The Bookkeeping Gals for us to submit. Their services will be terminated 12/31/2025.

**December Newsletter**

1. Newsletter draft provided for review.
  - a. Distribution via Email, Website, USPS.
  - b. Motion to approve Newsletter as written. T, 2<sup>nd</sup> P Motion to approve 4/0

**Treasury Input**

1. Account 317- \$150 transfer fee issue.
  - a. Bob confirmed the email was sent to Escrow within their timeframe. They state MPHA did not provide the information timely.
  - b. Bob sent them confirmation that MPHA did submit information timely. Waiting on a response.

**Legal Update**

1. Derek stated update that members can have drought resistant landscaping if desired.

Motion to close meeting: P, 2<sup>nd</sup> MAL Approved 4/0

Meeting closed: 20:20

Minutes submitted by MPHA/S this date: 2/5/2026

MOTION made to accept: VP/ 2<sup>nd</sup> P

Approved: 5/0

Amendments: N/A