

OCHL-12 Homeowners Association
January 9, 2019 HOA Board Minutes

HOA Board Officers present: Phil Falk, President; Dennis Hutton, Vice-President; Charles Desilets, Secretary; Joseph Kunthara, Treasurer; Mike Richardson, Member-at- Large. ACC Chair, Thomas Deacon; ACC Secretary, David Baker; Dani Folsom, ACC Resource Member

Homeowner attendees present were Kellie Coffey, Tom Jordal, and Joe Rystrom.

The meeting was called to order by Falk at 7:03 PM in the Community Center Room of the Mukilteo City Hall. A quorum was achieved with 5 of 5 board members present.

1. Secretary's Report: A motion was made by Hutton to accept the November 6, 2018 HOA Board Minutes, and seconded by Richardson. The motion was carried by voice vote.
 - a. Baker, as former BOD Secretary and who has handled HOA Property and Liability as well as Directors and Officers (D&O) Insurance in the past year(s), reported on his negotiations for 1 year insurance policies, starting 2/20/2019, with two insurance brokers, Degginger, McIntosh and Associates Inc. Mukilteo, and McDonald McGarry, Edmonds.
 - i. Degginger's 2019 D&O coverage quote increased four times over last year. Baker went to McDonald and got a quote \$600 less than Degginger. The board approved taking the McDonald bid by email vote.
 - ii. Degginger's Property and Liability preliminary quote came in less than \$100 over last year's.
 - iii. Baker and Desilets will meet with Degginger personnel in the next week to go over HOA statements and have Desilets sign off on them as Secretary of the OCHL-12 HOA. The final quote is expected in early February.
2. Treasurer's Report:
 - a. Kunthara reported the balances in our accounts as of 12/31/2018 as follows:

i. Checking account:	\$13,808.10
ii. MM account:	\$10,036.08
iii. CD's	<u>\$101,236.32 (matures in March, 2019).</u>
iv. Total:	\$125,080.50
 - b. A question came from a homeowner attendee about having a reserve study done. During discussion, a board member stated no formal reserve study had been carried out, but previously, a list of infrastructure potential areas of concern had been discussed, and it was decided at that time that the ongoing maintenance and upgrades could be carried out under the existing general fund, obviating the need for a reserve.
3. ACC Report: Deacon stated that there are no ACC actions to report:
 - a. Deacon did report that the golf course crosswalk markings are getting worn and hard to see; some discussion has arisen about the safety of traffic and golfers might get into an accident. Falk agreed to write a letter to the city to get clarification as to who maintains the crosswalks and signage, and who has the right-of-way, vehicles or golfers.

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4. Old Business:

- a. Baker reported that the website is running but probably won't be finished in time for the annual meeting. Michael McMillan is the contact for website questions or issues.
- b. Annual meeting on January 23, 2019
 - i. Falk reported that the proxy was sent out with our December mailing. The Annual Dues Notice is also prepared and ready to send out pending on getting an updated homeowner roster and mailing labels from Kunthara; two notices will be sent out.
 - ii. Potential new board members to replace outgoing members Falk and Hutton: Several homeowners have already expressed willingness to serve. Election will be held at the annual meeting. The board decided that if there were more than 2 nominees for the two open positions on the board that the 2 nominees with the highest vote totals would be elected.
 - iii. After discussion, a motion was made to include a \$100 door prize notification on the Annual Meeting email reminder, hopefully to incentivize homeowner turnout. Richardson made the motion, seconded by Falk. The motion carries by voice vote.

5. New business:

- a. None to report

6. The meeting was adjourned at 7:36 PM by Falk.

Submitted by Charles Desilets, OCHL-12 HOA Board Secretary