

OCHL-12 Homeowners Association
March 5, 2019 HOA Board Minutes

HOA Board Officers present: Kellie Coffey, President; Charles Desilets, Vice-President; Joseph Kunthara, Treasurer.

Homeowner present was Phil Falk, past president, helping with the transition to the new board.

The meeting was called to order by Coffey at 7:00 PM in the Community Center Room of the Mukilteo City Hall. A quorum was achieved with 3 of 5 board members present.

1. With the February board meeting canceled due to impassable snowy road conditions, the welcome to the new HOA board was tabled until this meeting. The new board member positions are:

Kellie Coffey – President
Charles Desilets – Vice-President
David Baker – Secretary
Joseph Kunthara – Treasurer
Mike Richardson, Member-at- Large

2. ACC nominations and selections
 - a. At an executive meeting was held at the Baker residence on January 29, 2019 to discuss the composition of the ACC Committee. Dani Folsom was nominated to serve on the committee. The committee now consists of David Baker, Chair, Mike Richardson, Michael McMillan, and Dani Folsom. Folsom's position will be approved when the new ACC can have a meeting with a quorum.
 - b. As required by the HOA by-laws, two HOA Board members must serve on the ACC; these are Baker and Richardson. No one has stepped forward to serve as the fifth member of the ACC at this point in time.
3. Secretary's Report:
 - a. In the absence of Secretary Baker due to a family emergency, Desilets chaired this segment of the board meeting.
 - b. Desilets reported that the 2019 Directors and Officers (D&O) insurance policy was received. Desilets will handle the HOA insurance issues going forward, relieving Baker. Desilets will also take over checking the HOA PO Box for mail previously done by Baker. Baker will take the Secretary position, replacing Desilets.
 - c. Coffey made a motion to accept the January 9, 2019 HOA Board minutes prepared by Desilets. The motion was seconded by Kunthara. The motion was approved by voice vote.
 - d. Coffey made a motion to accept the January 23, 2019 HOA Annual Meeting minutes prepared by Desilets. The motion was seconded by Kunthara. The motion was approved by voice vote.
4. Treasurer's Report:
 - a. Kunthara reported the balances in our accounts as of 2/28/19 as follows:

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i. Checking account:	\$52,673.25
ii. MM account:	\$10,037.70
iii. CD's	<u>\$101,240.48 (matures in March, 2019).</u>
iv. Total:	\$154,951.43

- b. Kunthara reported that as of February 28, 137 homeowner dues checks (including 14 PayPal remittances) have been received. Desilets reported that another 20 checks and another PayPal remittance have been received since 3/1/2019.
 - c. Kunthara reported that he is working on the HOA 2018 tax return, due March 14, 2019.
 - d. The board discussed the logistics of removing outgoing president Phil Falk as a signatory on the HOA bank account and adding new president Kellie Coffey as a signatory. Desilets and Coffey will meet with Heritage Bank personnel to accomplish this action.
5. ACC Report:
- a. There was no quorum for the ACC meeting scheduled to be held prior to the HOA Board meeting, so there is no actions to report.
6. Old Business:
- a. None reported
7. New business:
- a. None reported
8. The meeting was adjourned at 7:35 PM by Coffey.

Submitted by Charles Desilets, OCHL-12 HOA Board Vice-President