

OCHL - 12 HOMEOWNER'S ASSOCIATION

BOARD OF DIRECTOR'S & OFFICER'S MEETING

OFFICERS & BOARD MEMBERS: Kellie Coffey, President, Charles Desilets, Vice-President, Joseph Kunthara, Treasurer, David Baker, Secretary, Mike Richardson, Member-at-Large

June 4, 2019 Meeting Minutes

Attendees: Kellie Coffey, Charles Desilets, David Baker, Michael McMillan, Mike Richardson, Dennis Hutton

1. Meeting called to order by Coffey at 7:15 PM in the large meeting room at City Hall. A quorum (4) was present.
2. Update on websites: (a) McMillan reported he has updated Officer names in sections of the new website, but has not been able to transfer certain critical documents from the old website. He will be working with Kunthara and GoDaddy to complete that process. He will also update 2019 minutes into the new site. The launch date was discussed with target date no later than end of the year. (b) Outdated names/addresses have been removed from the current website.
3. Volunteer Recognition Party: Hutton advised they had rsvp's for 22 participants as of this date and that committee members have finalized arrangements for the menu items to be furnished by the HOA.
4. ACC Report - Baker: (a) Spring Cleanup update - Baker and McMillan will complete another survey to identify homeowners not in compliance with our CC&R's and send individual emails identifying the specific issue(s) to be corrected. If not in compliance within a reasonable time, this informal approach will be followed up with certified letters which will also include the appropriate fine schedule. (b) Open Space update - The city has not yet responded to our consultant's recommended solutions to their Stop Work Order. The ownership of the unmoved strip of grass on lower Bayview Drive will be resolved by this Thursday PM and if it is determined to be our responsibility we will instruct our landscaper to add it to our contract. (c) The ACC supports the appointment of Dennis Hutton to the ACC Committee replacing Kellie Coffey who had temporarily filled that position. The Board subsequently approved by voice vote this appointment on motions by Desilets and Richardson.
5. Secretary's Report - Baker: (a) The May 7, 2019 minutes were approved by voice vote upon motions by Richardson and Desilets. (b) Only correspondence was an email received from a realtor involved in the selling of a home in our HOA requesting two year's of HOA financials. It was decided that a condensed version of our annual financial statement provided to our members would be sent to this individual. This to include only past years expenditures versus budget.
6. Treasurer's Report - Kunthara: In Kunthara's planned absence he advised by email our Operating Account is \$58,631.41, Money Market is \$10,040.23 and CD's total \$101,314. All but one of our members have paid their 2019 dues.

7. Other: The Board approved a motion that our Treasurer furnish quarterly financial reconciliation reports showing actual expenditures versus budget. This motion was passed on voice vote on a motion by Richardson and Desilets. There was considerable discussion regarding this motion. It is strongly felt by a majority of the Board that this quarterly reconciliation has to be put into place immediately. An example of why is the billing of OCHL-South for their fifty percent of the 2018 expenditures per our agreement has yet to be done. OCHL-South has agreed to be billed quarterly in the future.
8. Meeting was adjourned at 8:15 PM
- 9 Submitted by Dave Baker