

# OCHL-12 HOMEOWNER'S ASSOCIATION

## 2019 ANNUAL GENERAL MEMBERSHIP MEETING MINUTES

**BOARD OFFICERS:** Kellie Coffey, President, Charley Desilets, Vice President, Joseph Kunthara, Treasurer, Dave Baker, Secretary, Mike Richardson, Member-at-Large

**ACC OFFICERS:** David Baker, Chair, Dani Folsom, Secretary, Dennis Hutton, Mike Richardson, Michael McMillan, Members, Al Prescott, Windward Bluff Representative, Tom Deacon, Joe Rystrom, Resource Members

January 22, 2020 Meeting

1. **Call to Order and Welcome:** The meeting was called to order by Kellie Coffey at 7:05 PM in the Council Meeting Chambers of the Mukilteo City Hall. She welcomed everyone, asking all present to introduce themselves and to relate any previous experience with their volunteering/serving on the Board and/or the ACC. It was interesting to hear from all past volunteers, but particularly Bill McCredie and Chazz Kawabori who were involved in the HOA from the onset and continued their volunteering until just recently. Coffey then introduced members of the current Board and ACC, providing her insight as to their contributions and thanking them for their participation.
2. **Architectural Control Committee Report:** Baker gave a brief overview of the role/duties of the ACC, then went on to review their key activities and accomplishments. Routine activities included overseeing our new landscaping contractor, approving applications for new roofs, painting projects, major landscaping projects, handling of view complaints, unsafe trees, etc. Major projects were (1) Replacing the electrical infrastructure at our St Andrews and Clubhouse Lane entrances, thanking Dennis Hutton for coordinating this effort, (2) Upgrading the entrance monuments with new gold paint, thanking Joe Rystrom for heading up this project, and (3) Updating the status of the Mukilteo Stop Work Order, our consultant Wetland Resources to provide the City with their final recommendation for a mitigation plan to resolve the issues by the end of January. Baker then introduced Dani Folsom who provided an in-depth review of the issue of thirty some trees along the 11th, 12th and 13th fairways of the Harbour Pointe Golf Club blocking protected views. Dani lead the effort to coordinate a three party agreement with Harbour Pointe Golf Club, the City of Mukilteo and Windward Bluff, which identified specific trees, a time-table for their removal and a replanting scheme. A copy of her presentation will be attached to these minutes.

3. Verify Quorum: Baker reported we had 29 homeowners present and a total of 69 proxies, more than a combined total of 60 required for a legal meeting.
4. Audit Committee Report: Mary Ong, representing the Audit Committee of Joan Harrison, Jackie Ngo and herself, explained the process they follow of the three of them independently reviewing the association books, including all receipts of monies, payment of invoices and bank accounts balances to insure an accurate accounting of the books. Their findings after the audit of the 2019 books was that they are accurately reflected down to the penny. All three spoke very highly of the job that our Treasurer Joseph Kunthara has done over the many years in that position. Coffey thanked them for their work and then asked for a motion to dispense with a formal 2019 audit. A motion was made and seconded from the floor. A voice vote followed with all ayes and no nays.
5. 2020 Budget Details & HOA Dues: Treasurer Joseph Kunthara spent some minutes expressing his appreciation/satisfaction of serving as our treasurer since 2007. His recollection of times where the association operated literally on a hand to mouth basis due to the lack of funds was confirmed by Chazz Kawabori. He explained they had found various ways to cut expenses to the point that we are now in very good financial shape. An example he used was saving roughly \$3,500 annually by having internal auditing done by our volunteers in lieu of a formal audit. Several of our homeowners from the floor expressed their appreciation of the long years of his volunteered work with the association.

Kunthara then reviewed the proposed budget for 2020, answering various questions from the floor regarding cost sharing with Windward Bluff and OCHL South and recent insurance cost savings among others. Coffey then ask for a voice vote on the 2020 budget which was all ayes. The proxy vote tallies were 68 approving the budget and one vote against. The budget was formally approved by the Board in a previous Board meeting. There was not a 51% of the membership votes to overturn it.

6. New Website - First Look: The new website was brought up live on the screen and Michael McMillan went through it's current construction, pointing the features designed to help homeowners apply for exterior changes to their properties, find community resources, pay annual dues, located critical documents such as our By-Laws and CC&R's. He also pointed out areas still needed fixing such as certain portions of our Board and ACC minutes. Coffey thanked him for leading this project.

7. Elections to the Board of Directors: Coffey explained that two positions were open, each to be elected for a three year term, that the by-laws called for one vote per home by secret ballot and that there would be nominations from the floor. Those nominated were Joseph Kunthara, Mike Richardson, Brigitte Santosuosso and Larry Johnson. Each ballot was to have two names. After the ballots were collected, Coffey and Baker tallied the votes, finding Richardson and Santossousso were elected to the two open positions.
  
8. Open Session: (1) Coffey presented Joseph Kunthara with a gift certificate thanking him for the twelve years of service as our association's treasurer, for his dedication and leadership in making our HOA the success that it is today. (2) Folsom asked the floor what they thought our community wanted us to do, work on in the upcoming year. Feedback included (a) possibly setting up a mechanism similar to "Next Door" where our members could input comments like suspicious activities, etc., (b) could the association be involved in a Block Watch program. Other comments were (a) the fence along Harbour Pointe Blvd at our St Andrews Drive entrance needing replacement, (b) the drainage off the 10th fairway such that there is water bleeding over the sidewalk along 59th Ave SW., (c) several expressed their support and the need to continue efforts to restore views over the 12th and 13th fairways (d) several again thanking Joseph Kunthara for his long years of service as the association's treasurer (e) there were comments regarding the amount of money we had in various bank instruments and if it was sufficient and earmarked for a reserve fund. Baker explained that the Board had investigated state requirements for a reserve fund, finding no requirement account our size and that if an official reserve fund was established then that limited it's use, the Board electing to maintain a "rainy day fund" to maintain flexibility.

Coffey then held a drawing for four Starbuck's certificates as participation awards for those coming to this meeting. Winners were Kathy Hutton, Joan Harrison, Bill McCredie and Brian Heimbucher.

9. Meeting was adjourned at 9:10 PM.

10. Submitted by David Baker