

OCHL - 12 HOMEOWNER'S ASSOCIATION

BOARD OF DIRECTOR'S & OFFICER'S MEETING

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

December 1, 2020 Meeting Minutes

Attendees: Kellie Coffey, Charles Desilets, Mike Richardson, David Baker, Brigitte Santossuosso, Dennis Hutton, Larry Johnson, Dani Folsom, Michael McMillan, Al Prescott, Dan McGovern

1. This ZOOM Board meeting was called to order by Coffey at 6:36 PM. A Board quorum (5) was present.
2. Secretary's Report: The November 4, 2020 Board meeting minutes were unanimously approved on motions by Coffey and Desilets. No new correspondence to report.
3. ACC Report: **View Protection Issues** - (a) Removal of trees on the 12th and 13th fairways is being delayed waiting for Total Tree to furnish the City a copy of their business license. b) Regarding the view complaint 11929 59th Ave W., the lot at 11917 59th Ave W. has been pruned back significantly. The ACC is now waiting to take new photos from the Moothart home in order to identify what further reductions need to be made to bring all properties into compliance. c) Viray view complaint - Photos have been taken and are now in the process of being measured through a dot matrix process in order to identify the percentage of blockage that needs to be removed.
Open Space - Mukilteo Stop Work Order area planting completed. Now waiting for City inspection.
Monarch Landscaping Contract - Baker advised that SeaScape, Premiere and Mill Creek Landscaping did not bid on the new contract. He recommended approval of Monarch's bid which held the same pricing as the previous two year contract. The Board approved awarding the contract to Monarch on motions by Coffey and Santossuosso.
Clubhouse Lane Entrance Agreement with South - expires end of 2020. South has verbally told Coffey they will renew for another two years of our handling that entrance however have not confirmed by letter. It was decided we will continue managing the entrance per our agreement until South responds.
Tree Removals - Baker advised a member had brought to our attention a dead tree from the green space north of our trail behind Bayview Drive had fallen on their property. They are concerned other trees are endangering their home/property. As a result, Baker and Total Tree inspected that area identifying five dead trees tall enough to reach across the trail. Total Tree bid \$1100 to remove and/or top those trees. In addition, Total Tree bid \$200 to remove a hanger over the trail near intersection of St Andrews Drive and 116th. In addition, Total Tree bid \$200 to remove a partially fallen tree and several other leaners along Bayview Drive below the golf cart crossing. Baker recommended approval for Total Tree to do this work. On motions by Coffey and Baker, this was approved.
4. Treasurer's Report: (a) A review of our financials was provided and can be made available to members upon their request. (b) Coffey advised the Board that Santossuosso had notified the Board that due to family issues she was resigning her position at the end of this year. She committed to completing our books for 2020, billing South and Windward Bluff for their shared expenses. On behalf of the Board, Coffey thanked both Brigitte and Larry for their work bringing our ledgers up to date, installing Quickbooks and in general providing

the detailed expense reports needed by the Board. The Board in general recognized the enormous amount of work bring our books up to date by both Brigitte and Larry.

5. Annual Meeting - (a) McMillan gave an overview of how a Zoom AGM meeting could be conducted, including voting on required issues. He is to do further research and provide the Board further information, including the cost of a Zoom membership, etc. (b) There was discussion on a date for a meeting, normally in January. Both Coffey and Baker were of the opinion that due to the Covid situation and the complexity of providing the various reports normally given at an in-person meeting, we should consider postponing the meeting towards the end of the year if that was possible under our by-laws. It was decided that this approach would be run by our attorney and revisited once we get his advice.
6. Meeting was adjourned at 7:16 PM
7. Submitted by Dave Baker