

OCHL - 12 HOMEOWNER'S ASSOCIATION
BOARD OF DIRECTOR'S & OFFICER'S MEETING

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

February 2, 2021 Board Meeting Minutes

Attendees: Kellie Coffey, Dan McGovern, Mike Richardson, David Baker, Dennis Hutton, Michael McMillan

1. This ZOOM Board meeting was called to order by Coffey at 6:51 PM. A Board quorum (4) was present.
2. Secretary's Report: The January 5, 2021 Board meeting minutes were unanimously approved on motions by Richardson and Baker. There was no new correspondence to report.
3. ACC Report: **View Protection Issues** - (a) Removal of trees on the 12th and 13th fairways - Folsom advised the city needs to approve replacement trees, recent selection of Arborvitae not approved. Looking for Conifer trees that will not exceed 30 feet in height. b) **Moothart view complaint** - Initial pruning complete at two of the three lots. Owner of the third lot has agreed to recommended pruning and when complete a final assessment will be made of any additional pruning to meet policy guidelines. c) **Viray view complaint** - Due to revised guidelines excluding plat required replacement trees, new measurement of the blockage found no violation. The Viray and Jaeger parties have been notified by letter. **Open Space** - Mukilteo Stop Work Order update, Westland Resources still arranging for the city to inspect the completed planting. Golf Course Issues Fence Project - It was decided to put this project on hold until the golf course completes the removal of trees on the 12th & 13th fairways. **Entrance Enhancements** - Baker advised that planting of Arborvitae at all three of our entrances has been completed by SeaScape.
4. Treasurer's Report: (a) **Financials** - McGovern reported CD and checking account balances at both Heritage Bank and Bank of America. These amounts are not reported in our minutes due to our website security but are available to members upon request. (b) **Banking issues** - new Business Advantage account opened at Bank of America January 7th. Heritage Bank accounts will be transferred to BOA over the next several months. (c) **Annual Membership Dues** - As of February 5th 75 members have paid their dues. BOA technology has greatly facilitated the depositing and electronic payments processes with remote scanning, photo deposits, etc. (d) **Reporting to Board** - The treasurer will provide the Board account balances, payments and detailed spreadsheets monthly and quarterly financial review budget outlooks for the remainder of the year. (e) **Status of 2019 South billings** - Coffey reported her contacts with South's Board members resulted in their agreement to pay this billing in full. We did not have their required sign off on the substantial cost of the electrical and lighting system upgrades we made in 2019 and they were initially declining to pay roughly \$3500.
5. **Communication with Membership** - (a) What is appropriate to send email/what to send USPS - Discussion determined that annual meeting notice date requires a mailing as well as any proxy voting items associated with this meeting. Frequency of communication via email was discussed and general feedback was we could be flexible regarding frequency and content. The initial email by Coffey to include the background/reasons for postponing the normal January General Membership Meeting, our new banking arrangement/new

Treasurer, invite to future ZOOM meetings, how to contact the Board if any questions, etc.

6. Meeting was adjourned at 7:32 PM
7. Submitted by Dave Baker