

OCHL - 12 HOMEOWNERS ASSOCIATION

BOARD OF DIRECTORS & OFFICERS MEETING

OFFICERS & BOARD MEMBERS: Dani Folsom, President; Joe Rystrom, Vice President; MaryLynn Birney, Treasurer; OPEN, Secretary; Mike Richardson, Member-At-Large^[SEP]

May 3, 2022, Board Meeting Minutes

Attendees: Dani Folsom, Joe Rystrom, MaryLynn Birney

1. This Board meeting was called to order by Dani at 7:07 pm. A board quorum (3) was present. Mike Richardson did not attend the meeting.
2. New member assignment – Sean Weigand was appointed by Board majority vote to the ACC to replace Mike Sibley. Mike Sibley was placed in “inactive” status since he was given a military assignment in Hawaii for the next four months. Upon, Mike’s return, he will be given consideration for any open Board or ACC position. Sean will support all projects relating to trees (fallen tree removal, branch removal, stump grinding, etc.).
3. **New Business**
 - A letter to a homeowner on Bayview Drive regarding their non-compliance to the Solar Panel policy was sent to the homeowner on April 14th.
 - This same homeowner had previously added a heat pump to his solar panel application. He inquired about why that had not been approved in 7 months. It was assumed that it was part of the solar panel installation. A separate application was submitted for this heat pump by this homeowner, and it was approved.
 - The Board Secretary position is still open. As mentioned in last month’s meeting, a letter will be sent out to all HOA residents in June to solicit interest for open positions in the ACC and Board (both are Secretary positions). Joe Rystrom has volunteered to draft a letter for Board and ACC review and approval.
 - A homeowner on 59th Place SW removed the sod in his yard and temporarily replaced it with white rock without submitting a formal application for this landscape change. He was notified that this white rock was non-compliant with the aesthetics of the community and was given some options. He promptly removed the white

rock. This homeowner was also asked to paint the trim on street-facing windows that had been installed several years ago to match the trim on other street-facing windows. He cited several perceived legal loopholes allowing him to not comply with this request. He had also submitted an incomplete application for a new patio and changes to some shrubs in his backyard. He will be advised that his application for his back yard changes is on hold until he provides more details on these planned changes. He will also be asked to submit an application for his front yard landscaping with the same level of detail we are asking him to submit for his back yard. ACC landscape/patio applications we have on file from other homeowners will also be provided to him to help provide some insight into the information we are requesting.

- Sean is working with the Golf Course and Windward Bluff to secure Golf Course pricing on some netting that can be installed to help keep golf balls from hitting the Windward Bluff townhouses.
- An application for a fence replacement on Bay View Drive was approved.
- 4. Board Meeting with HOA Attorney We will be meeting with the HOA attorney regarding our solar panel policy as well as CC&R's that support window installation to ensure that information relayed to our HOA community is consistent with our attorney's interpretation of these policies.
- 5. Annual Meeting
 - a. Checking with our HOA attorney for new electric voting/email process. Update: Received new HOA WA policy on voting process for review.
 - b. Meeting tentatively set for September 2022. Need to confirm a location and date.
 - c. Mike McMillan was asked to take pictures of the walking trails, the ponds, the swells, and the private park for the annual meeting.
 - d. Joe Marine and a newly assigned Crime Prevention Officer will be speaking at this meeting.

6. Treasurer's Report

Financial statements were provided to the Board members.

Accounts receivables - \$ 13,731.58
comprised of \$11,571.58 due from Windward Bluff HOA for FY2021 cost sharing reimbursement \$2160.00 in delinquent HOA dues. Late fees of \$50/month to be assessed for these homeowners if payment is not received by May 6th).

MaryLynn to meeting with Ali Muntz with Windward Bluff HOA Northwest Management Group to clarify the process and agreement and review invoices to

speed along payment. She is new to the Windward Bluff account.

MaryLynn is STILL playing tag with Annette at Compass Accounting, update in June meeting.

7. Meeting was adjourned at 7:56 pm.

8. Submitted by Dani Folsom