

BOARD OF DIRECTORS MEETING  
ORCAS HIGHLANDS ASSOCIATION  
MEETING CALL-IN INSTRUCTIONS:

Dial: (641) 715-3287

Enter Access Code: 420471#

PURPOSE: To conduct a regular session of business of the Association.

I. Roll Call: David Turnoy, Marcia West, Nathan Ahrens, Harvey Aldort, Dennie Carter, Ron Claybourn, Lee Goodwin, Chris Graham, Jens Kruse, Roxy Marck

II. Call to Order: Roxy Marck called the meeting to order at 6:04.

III. Minutes of OHA BOD meeting dated 12/6/2016

MOTION: To approve the meeting minutes as submitted. Approved.

IV. New Architectural Guidelines: We have two versions—one written by attorneys and one by Lee. We began using both versions to produce a final draft. Lee says it is always better to have the board make a final decision as opposed to the ACC. Marcia says the board has to have final approval because the ACC is not elected by the membership, but the board is. We want to make sure that it is clear that improvements referred to are all exterior. We worked on editing the architectural guidelines, got through 9.5.3 from Leahy.

V. Old Business—We didn't get to this.

A. Finish water meter upgrade project

B. Finish mail box project

VI. New Business

A. Snow/ice procedure: Worst areas are the southern part of the loop, the curve by Agnew, the curve by Dennie's, Colorado at Highlands at times (Rollie will call). Norm suggests that everyone have studded tires, this would save us lots of money as far as Norm's services. So far Norm has used about \$3,000 worth of ice melt. David will be first to call Norm if needed, Marcia will be second, and Roxy third. Roxy suggests writing a contract or list of expectations that delineates Norm's responsibilities. Harvey said this is pretty variable. When we call Norm, be sure to give him the relevant addresses of the area needing work. We should encourage people to stay home when the road is icy; if they have to cancel an appointment, then they need to do so. Roxy says if we have a written contract that has the expectations, we can show that to people and that we won't be spending all that money for a couple people to be able to drive. Jens says that if Norm tells us that conditions prevent him

from making the roads safe, then we need to activate a phone tree to tell this to everyone and they should stay home. We need to rely on his judgment, but we can't make Norm legally liable. Norm comes up if it snows more than 4 inches, otherwise we call him to come up. Norm says if there is an emergency, we can look at that. Norm would like to walk the roads with Marcia and David so we are all on the same page as far as where the trouble spots are.

B. Dahl plans approved.

VII. Next Meeting scheduled January 31, 2017: Executive Session

A. A/R Aging Summary as of 12/31/2016

B. Audit

#### ADJOURNMENT

There being no further business, the meeting was adjourned at 8:15.