

BOARD OF DIRECTORS MEETING ORCAS HIGHLANDS ASSOCIATION

January 21, 2020

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

Roll Call: David Turnoy, Marcia West, Dennie Carter, Lee Goodwin, Jens Kruse, Brian Ehrmantraut, Chris Graham; Cindy Carter guest.

I. Call to Order: Meeting to order at 6:05.

II. Minutes from September approved.

III. Financials

a. 1st Half Financial report – There has been an increase in credit card fees, we could look at other merchant services but they are mostly the same. Marcia proposes reducing the bookkeeping fee as it is easier to do the bookkeeping now, reducing from \$570 to \$420, she only needs 14 hours at \$30 per hour. We might want to assess late fees to get people to pay their bills. We will announce this in the newsletter. Chris will research other possibilities for getting people to pay. We will also send out a notice with the next bill that this late charge will start. We will decide on all this at the March meeting. After 30 days, the fee would be \$30, then another \$30 each month that one is late. Or we could have it be a percentage of the amount owed for the late fee.

b. Audit and Tax filing – all material at CPA, she should be wrapping up soon, we need to pay taxes by early February.

c. Reserve Study – update. Marcia will provide the content and David will prepare a draft study to be reviewed by Brian before the full Board's review and approval.

III. Committee Updates – by chairs

a. Architectural Review – no new applications, Steve Pettyjohn will be building a garage/shed and will send plans to Lee. Dwight Guss will be coming through with plans soon. Carlson's property sold and a HUD loan in place, funds should have been transferred to OHA for back payments (assessment), should be a development permit to watch for. Another lot to keep an eye on is Webber, who has been late on dues payments.

b. Firewise

- Burn area operation – water valve at pumphouse leaked during snow, was fixed quickly. Our neighborhood cleanup will be Saturday, May 23. Do we want to have our neighborhood potluck after this event? We could also have an additional burn day earlier in May. When we have our shoulders mowed, we can have Tim push the stuff in the burn pile off to the side or spread it around.

- Renewal and Grant opportunities

c. Newsletter – We will shoot for June 6 for annual meeting. Notice and budget need to be sent out in advance of the meeting. Exact number of days prior will be provided by Chris. The newsletter will include lots of dates.

- d. Nomination – Jens and Arthur suggested some names of possible board nominees. We need to decide if we want to fill Harvey’s position by appointment before annual meeting or wait until then. We need to disaggregate the terms of the members that expire at the same time. Jens will send an email listing board members and their expiration dates. Sending a general email to ask for volunteers doesn’t work, we need to lobby individual people, we need to do this before the annual meeting. Possibilities: Connie Luerkens, Shawn Simpson, Steve Pettyjohn, Peter Bohr, Jim Hostetler and Ann, Gordy and Linda Erickson, Cindy Carter, Phil Cohn. Phil might also be interested in being treasurer. We can also look at the map to see about residents who might serve.
- e. Policy – Chris has a rough draft of subject matter for which we would like to create reference manuals. He will send it out Saturday.
- f. Roads – There are some new developing potholes in county road, David will call county.
- g. Website – Reduced cost but now it has ads, we have some new photos.
- h. Welcome – Madie is doing a good job on this, the challenge is finding the name and contact info of new members.

IV. New Business

- a. Representative on vacation rental committee / OHA involvement stance – David attended a meeting that included representatives of a few homeowners’ associations as well as Rick Hughes.
- b. Feb. 22 at Oddfellows is memorial for Harvey, we could have a bench made or send flowers. David will contact Naomi to see if she would like the help of our board members.

V. Date and time for next Board of Directors meeting –
March 10th, 6PM

ADJOURNMENT

There being no further business, the meeting was adjourned at: 7:45.