

Orcas Highlands Association Board Meeting Agenda
10:00 AM, January 10, 2024

I. Roll Call: Members present were Bob Burke, Robert Dashiell, Brian Ehrmantraut, Lee Goodwin, Mike Shivers and David Turnoy. Steve Pettyjohn was not present for this meeting

II. Call to order: Brian called the meeting into session.

III. Approval of minutes from Nov. 6, 2023- A motion to approve the November minutes was made by Mike and seconded by Lee. The Board unanimously approved the November minutes.

IV. Treasurer's report: Mike presented the balances as follows: Operating account was \$38,656, reserve savings account totaled \$38,734 and a reserve CD totaled \$90,000. The deposited funds represent a \$37,390 increase since our FYE (6.30.2023). As approved in the annual member meeting a transfer from operating to the reserve was made in the amount of \$20,000.

Billing for the December quarterly dues has been made and our dues receivable totaled \$18,227 with approximately \$3,600 past due. We will follow up with a list of past dues to the Board in February.

The Annual Audit was received and distributed to the Board for review and discussion. Discussion centered on cost, annual necessity and the potential of changing auditors to an Island CPA. It was noted that costs for all services on the Island have escalated and the issue of continuity of service might not be sustainable with a local CPA.

V. Old business

A. Forest plan/Firewise update – The plan is to have the Directors that are assigned member contacts to meet and coordinate the messaging to the members. The language used will then be used for our phone calls. Anyone who wants a personal visit will be entitled to one. An email went out Dec. 13 explaining that Rain Shadow will go up to 35 feet from the pavement on both sides of the road into the property generally removing trees up to six inches or less in diameter that are less than 10-12 feet from a larger, healthy tree. Additional notification is planned via a sign at the bottom of the mailboxes urging members to look at their email. We will want to convince members that this work is for the safety of everyone, and it is to their benefit to have this done at no cost to them. Phone calls and any visits will occur very soon.

A discussion on eradicating Ocean Spray was conducted by the Board. There are herbicides that can be administered immediately after the plant is cut to prevent regrowth. We will consult Jason as to which herbicide is best for this process.

Robert is going to provide some before and after photos for the web page and take photos for the upcoming work to be done by Rain Shadow. Robert and Bob have done a lot of preparation for the fire mitigation that will facilitate a consistent message to our members.

Rain Shadow has another project that will be completed before starting our project. It is estimated that the start date will most likely be mid-March. Brian is going to check on our status with Fire Wise.

B. Burning policy update – Bob – wait until spring.

C. Purchasing equipment – Steve and Bob had discussed purchasing a piece of equipment, perhaps a backhoe, that could be used at the burn pile to move debris around. It was mentioned that with the right attachments, we could also use it for mowing, grading the edge of the roadway, and possibly even snow removal.

The general discussion concluded that before any equipment was purchased, equipment should be rented to determine the efficiency that might be achieved. The discussion also centered on liability for operating rented or owned equipment. The general consensus was that the Directors would probably be insured but no volunteers would be covered. Robert moved to approve the rental of equipment to assist with the burn pile, Lee second and the motion was approved.

VI. Committee reports:

Policy: March was chosen as the date to begin revising governing documents. This date was chosen to allow for the Fire Mitigation process contacting members to be finished. Additionally, Chris Graham has volunteered his services, and he will be back on Island in March.

Architecture: No new projects submitted.

Nominations: April is willing to run for a director position. The Board suggested that she be invited to attend the next meeting. All members agreed that she should be able to attend.

Firewise: See previous discussion Forest Plan/Firewise

Roads: Bob says we need to hire a contractor to cut back the shoulders on roadsides to keep water off the pavement by allowing it to drain, do this next spring or summer. Bob outlined three plans of attack for our roads:

1. Hire a contractor to mobilize and do the entire project via a bid,
2. Hire a contractor “under direction” that would be directed to areas in need of repair at an hourly rate, or
3. Board members do the patchwork.

Bob recommended the middle ground for a contractor under direction. Robert indicated that he would examine the areas in need of patching or scrapping to see if the third option might be possible. Subsequent to our meeting, Robert determined that the task was too large for the Board and needed to be facilitated by a contractor.

VII. New business

- A. Members may request the lot map in an electronic form. The discussion was to determine the demand for the physical map. The conclusion was to continue with the physical map and provide the electronic map upon request.

VIII. Good of the Order: Robert wanted to have the Board examine the web page and see suggestions on improvements to the site or if there is any out-of-date material that could be eliminated.

IX. Next meeting: March 11 at 10am via Zoom.

X. Adjournment: January 10, 2024 at 10:55am.