

Minutes
OHA Board Meeting
July 7, 2025

- I. Roll Call: Members present were Bob Burke, Robert Dashiell, Susie Frank, Mark Hanson, Mike Shivers and David Turnoy. Member absent was Brian Ehrmantraut. Others in attendance were Lee Goodwin, Joanie Knipe, Candace and Bob Krick.

Prior to the meeting being called to order a discussion was conducted regarding the updating of our governing documents and proceeding with compliance with the new State rules. Joanie is heading up this committee and will be called Governing Documents Committee. Chris Graham continues to support the work, but his workload has reduced his availability.

There was extensive discussion on the process going forward and the new requirements that will be established as of January 1, 2026. Options discussed were to proceed on a step-by-step basis, construct a universal document with all requirements or do nothing and by default be under the new State regulations. The consensus was that the committee proceed with Joanie's recommendation and have a preliminary meeting with the attorneys for guidance.

- II. Call to order: David called the meeting to order and a motion to approve the expense of the initial meeting with the attorneys by the Governing Documents Committee was made by Mike, seconded by David and approved unanimously.

- III. Approval of minutes from May 5, 2025- a motion to approve the minutes was made by Mark and seconded by Susie. The motion was unanimously approved.

- IV. Treasurer's report: The report is submitted within these minutes as the meeting was expedited after the initial discussion of the Governing Documents Committee. The operating balances totaled \$22,900, reserve funds account totaled \$25,500 and the reserve CD was \$128,500. The transfer from operating account of \$15,000 approved at the annual meeting will be made after collection of the June 30 dues are collected. Expenses exceeding \$500 were the paving expenses by Lawson; the amount was \$10,145.75.

- V. Committee reports:

Policy: see above Governing Documents Committee discussion.

Noxious Weeds: This committee continues to work tirelessly to eliminate as many of the noxious weeds as possible. There has been funds designated to have third party contractors assist in these efforts. The monthly news broadcast will continue to highlight the need for more volunteers to continue the committee's efforts.

Firewise: A. The suggestion at annual meeting was to have a more active committee with more members was approved. This committee will consist of Brian, Mark, Candace and Robert. It was suggested that a presentation by the Fire Department would be beneficial for our members.

- B. Fire mitigation in upper common area is a potential future project.
- C. It was stressed the need for more effort from our members to assess their property fire risks .

Below are suggestions and observations by Mark concerning OHA fire mitigation.

Architecture: No new business

Nominations: David encouraged the Board to seek additional Board members. There are several potential openings that may occur as terms expire.

Maintenance (includes roads): Road survey – Bob will conduct an evaluation and plan for the roads. It is believed that the foundation is good, and the potential issues are the frayed edges. An evaluation of Switchback is needed to determine the need to pave more of the road.

VI. Old business

VII. New business

- A. Boxes in David's basement remained an open question.
- B. David will be gone July 12-28, and he inquired as to who might have access to Mailchimp receiving end? No determination was made.
- C. Positions- Susie volunteered to start recording the minutes in the future.

VIII. Good of the Order:

IX. Next meeting: Sept. 9

X. Adjournment:

From Mark: I believe wildfires are a substantial threat to our environment, individual properties and the Orcas Highlands community as a whole. Especially as Orcas's future climate is trending towards hotter and dryer conditions. Currently Orcas Highlands HOA has two burn piles events per year (spring and fall). Unfortunately, many of our residents may not even be here at those 2 times of year. And some owners have neglected the debris on their lots. In order to help mitigate the threat of wildfires, I would like to propose using a wood chipper. It could be used year-round, thus allowing more HOA property owners to take advantage of cleaning up their overall fire risk more frequently.

Here are a few wood chipper options to consider.

1. Occasionally hire a professional crew with wood chipper
2. HOA could rent a wood chipper
3. HOA could purchase a wood chipper if it proves to be cost saving to do so

Below are a few reasons not to store wood chips however both the Exchange/Orcas Recycling Services and/or Orcas Biomass are two potential places to dispose of wood chips

How to reduce the risk of fire from wood chips:

- Maintain proper depth: Avoid piling wood chips too deeply, ideally keeping layers between 2 to 4 inches thick.
- Create safety zones: Leave an 18-inch (or more) clearance between wood chips and buildings or other combustible structures.
- Use non-combustible materials near structures: Consider using gravel or other non-flammable options near your home's foundation.
- Dispose of smoking materials responsibly: Never discard cigarettes in mulch or other flammable materials.
- Keep mulch moist: Water mulch regularly, especially during hot and dry periods.
- Strategic placement: Position wood chips away from potential ignition sources like grills, fire pits, and heating elements.
- Regular inspection: Monitor mulch for signs of dryness or heat build-up and break up compacted areas to release trapped heat.

Lastly are there any HOA rules or ways to enforce property owners to clean up large amounts of hazardous wood debris or standing dead trees?

The following are comments added to the minutes by board member Robert Dashiell:

Expenses exceeding \$500 should be actual amount paid and contractor name. (i.e., \$501.00 and \$16,295.46 both exceed \$500, but the members should be informed of actual payment amount and company paid).

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Comment on Governing Committee. The Board didn't formally establish the Governing Documents Committee or approve any members. It's is essentially a citizens committee informally formed with no BOD input as to type of committee.

That said, it is an advisory ad hoc committee (not a standing committee) with limited scope. But the BOD did unanimously approve a one time meeting with the HOA's previously used legal office, and that' action that essentially approved the committee.

The Governing Documents Committee has no authority to obligate HOA funds without BOD approval, and so far, no issues with that, although it seemed pretty close to borderline at the committee meeting on 18 August during a discussion with the lawyer on how to proceed. So far so good. And, the meeting with the lawyer was informative.