

OHA Board Meeting Minutes  
February 9, 2026  
2:30PM

I. Roll Call:

In attendance: Bob Burke, Susie Frank, Mark Hanson, Mike Shivers,  
David Turnoy, Joanie Knipe

Absent: None

Guests: Robert Dashiell

II. Call to order: David called the meeting to order.

III. Open forum for members (15 minutes)

Robert Dashiell: Attending to listen, no comments

Time called for open forum

IV. Approval of minutes from January 12, 2026

David motioned to approve, Mark seconded, unanimous approval

V. Treasurer's Report

The CD was renewed for 7 months at an APY of 3.5%.

The current balance is \$131,148.92.

Other balances are:

Checking- \$34,250.85

Savings- \$45,633.98

The savings account is a mixture of capital reserves not moved into the CD, road maintenance, fire mitigation and miscellaneous expenses. Quarterly dues for Capital Reserves are \$9,000. So included in the savings balance is \$18,000. Fire Mitigation Funds began this FY at \$10,000 and we collect \$1,200 per quarter providing a balance of \$12,400 as of the second Quarter. So we have over \$15,000 for miscellaneous maintenance work plus the general fund of \$34,000 (checking account).

Our capital reserve is expected to be \$195,400 at 6/30/2026.

Accounts receivable are \$5,800 with most in the current to 1-30 aging categories based on December dues payable by 1/31.

VI. Old business - Deferred

VII. New business - Deferred

VII. Committee reports:

A. Governing Documents - See Joanie's minutes attached

- B. Noxious Weeds: Deferred
- C. Firewise: Deferred
- D. Architecture: Deferred
- E. Nominations: New Board Members still needed, Joanie suggested ideas to recruit Board and Committee members: Action item: In Mar/April determine date and location for a meet/greet with new neighbors that joined the HOA in last 5 years.
- F. Maintenance (includes roads): Deferred

VIII. Good of the Order: None

IX. Next meeting: March 9, 2025

X. Adjournment: - Meeting adjourned 4:30pm



Save discretionary items for later. Go with 2-Step Process.	Yes	yes	Yes	Yes	Yes	Yes	<b>Yes</b>
Start document review to determine doc needs & what WUCIOA items need to be incorporated or start rewrite **	Rewrite	Rewrite	Rewrite	Rewrite	Rewrite	-	<b>Rewrite</b>
Start this process now or wait for a future date.	Yes, now	Yes	yes	yes	yes	yes	<b>Yes</b>
If we need to choose an Attorney, PST or John Burleigh **	John	Abstain	John	John	John	-	<b>Yes</b>

2.

**\*\* Determined that these items were no longer valid, so we did not vote on them.**

David made a motion to vote on the new processes and Mike Seconded the motion. Vote was unanimous in favor of voting.

<b>Board Vote</b>	David	Mike	Bob Burke	Mark	Joanie	Suzey	<b>Overall Vote</b>
Remote Meetings RCW 64.90.445	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Owner Comment Period RCW 64.90.445(2)(e)	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Emergency Meeting Notices RCW 64.90.502 .	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Lot Owner Voting RCW 64.90.455	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Electronic transmission of official HOA notices RCW 64.38.110	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Reserve Accounts RCW 64.90.535	No change in process, no vote required						
Assessment Payment Options RCW 64.90.480(10)	No change in process, no vote required						
Board Treasurer Responsibilities	No change in process, no vote required						

Vote to move forward with John Burleigh to support our HOA as attorney. Votes are as follows: David: Yes Mike: Yes, Bob: Yes, Mark: yes, Suzey Yes. Joanie Yes. Unanimous.

#### 4. Board Duties:

<b>OHA bylaws</b>		Responsible
	Keep the minutes of all Board meetings & proceedings	Suzey
	Announce Board and Annual Meetings to members	David
<b>CAI</b>	Arrange annual meetings, and board meetings	David
	Track action items and follow-up to actions – need to keep track of each item	Suzey
	Write, prepare, and distribute communications	David
<b>WUCIOA Updates</b>	Meeting Protocol: Owner Comment Period: Allot first 15 minutes to each board meeting for lot owner comments.	Discussion Leader
	Voting: Conduct votes through roll call - Each vote called out verbally	Discussion Leader
	Copy Patty on communications for USPS – Add Patty to MailChimp List.	David Complete
	Mail Printed Communications in US Mail	Patty
	Consent Forms for new lot owners. Upon information provided by Title company: new lot owner purchased lot/home, mail consent form.	Patty

5.

#### 7. Q1 Projects:

- a. Compare Map phone numbers to Patty's contact list. [Complete](#).
- b. Action item: Patty has contact list updates from Mark, Suzey, David, Robert and Joanie. Updates due Feb 28.
- c. Update: Reconcile Map to Patty's Contact List and Billing list: Complete: Conclusion: 121 lots, 113 Lot owners. 8 lots owned by someone with multiple lots.
- d. Update: Consent forms. Complete: 112 collected. One not collected. Suzey's Update US Mail: 12 require USPS. 6: all USPS/No computer. 6: email and USPS for big/financial updates. Patty has taken responsibility for sending consent forms to new neighbors and mailing communications.