

EHHA Board of Directors Meeting
Aug 19, 2020
Bob Anundson, Secretary

The meeting started at 1:59

Attendees at Zoom Meeting:

Leif Olson
George Noa
Karen Barrows
Gail Anundson
Jeff Sickler
Bob Anundson
Jessie Klinger
Warren Pierce
Doug Davis, Architectural Committee Chairman
George Kuhrts, guest

Bob Anundson declared a quorum

George Noa moved to approve the May Minutes and Warren Pierce seconded. The motion passed.

Gail Anundson presented the Profit and Loss and Balance sheet.

Income: \$9,115.00
Expenses: \$4,925.06
Current Balance: \$115,852.74

George Noa moved to approve, and Warren Pierce seconded. The motion carried.

Leif Olson presented the 2021 budget and increases in camera. accounting and Architectural Committee expenses were added. Bob Anundson moved for approval and George Noa seconded. Motion passed.(included)

Mowing report was presented by Leif from a conversation with George Abraham and that the mowing was executed within the past two weeks.

Architectural report was submitted by Doug Davis (included)

Safety Committee Report was submitted by George Noa (included)

Warren Pierce will replace Gail Anundson as Treasurer and the association will subscribe to Quick Books online allowing more than one board member access to the books and making the transition of treasurers easier. A consequence the Vice President position is open.

Leif Presented the current status of board member terms. Karen Burrows and George Noa will be leaving at the end of the year.

New Business

Leif Presented the meeting dates for 2021

Board and other meetings

January 13th at 4:00pm

April 14th at 4:00pm

July 21st at 4:00pm

Nov 17th at 4:00pm

Sept 8th mailing stuffing at 4:00pm

October 19th Annual Meeting 5:00 to 9:00pm

2020 Annual meeting.

Bob Anundson moved and George Noa seconded to delay the annual meeting until the situation allows for a physical meeting probably in 2021. Leif will discuss this with the HOA's Lawyer to make sure this is legal but considering that other alternatives such as zoom and conducting business by email or mail appear to be not practical there seems no other option. The motion carried. Leif will draft a letter to the HOA's members and the normal mailing will occur with the Budget, 2019 Member meeting minutes, and the current financial state. There are no CC&R changes proposed or election of board members that require member approval at this time.

A motion by George Noa and seconded by Karen Borrows that a request by Matt Piersoll for a speed bump be installed on Sapphire at the intersection of Amethyst Dr be directed by Mr. Piersoll to the City as the HOA has no jurisdiction for the streets.

The next board meeting will be on November 18th 2020.

Meeting Adjourned at 2:59

2021 BUDGET

ESTIMATED INCOME

Annual Dues,149@ \$60.00	\$8940.00
Reimbursement of Mowing Charges	617.00
Total	\$9,557.00

ESTIMATED EXPENSES

Annual Meeting Room/Food	\$300.00
Architectural committee	100.00
Common Area Maintenance	1500.00
Insurance	3300.00
Mailings (Stamps, Envelopes, Cartridges, Copies	450
Miscellaneous	50.00
Mowing Vacant Lots	617.00
P.O. Box Yearly Rental	102.00
Computer Software	100
Safety Committee (incl. Cameras)	2,800
Taxes (Property, Income & Fees)	300.00
Security Systems Maintenance	500.00
Welcoming Committee/Website	100.00
Subscribe to Quick Books On-line (\$35/month)	420.00
Subscribe to Zoom On-line (\$15/month)	180.00
Total	\$10,819.00
TOTAL	<-\$1,262.00>

AC Committee Report August 19, 2020

- Lot 95 (91 Amethyst Drive)

Kevin Walker

91 Amethyst Drive

Sequim, WA 98382

- Measured house height at 17'5" above survey point floor 31 inches or 2'7" higher. Done with owner on 4-29-20
- Owner submitted paint changes 6-28-20, AC approved 6-29-20

- Lot 73 (41 Coral Drive)

Luanne Kay, Owner

PO Box 335

Port Townsend, WA 98386

Ron Robbins Contractor

Integrity Property Developers, LLC

- Set height reference point at NW corner 10'8" below highest existing grade point, backup top of fire hydrant 2'4" below 4-28-20
- Received copy of permit from contractor, construction starts 5-21-20

- Lot 2 (270 Coral Drive)

Kenneth Valentine

270 Coral Dr.
Sequim, WA 98382

- Deck surface added to project and color change email Aug. 16, 2020
- AC approves changes by email Aug. 19, 202

- Lot 114 (111 Sapphire Pl.)

David Franz and Melanie Burns
111 Sapphire Pl
Sequim, WA 98382

- letter and photo by owner for 4 front windows swap dated 4-28-20
- Email vote by AC approved request 5-2-20

- Lot 94 (81 Amethyst Drive)

Paul Gookins
82 Amethyst Drive
Sequim, WA 98382

- Submitted sample colors for repainting for AC approval May 20, 2020
- AC approved May 23, 2020

- Lot 125 (331 Amethyst Drive)

Matt Piersoll and Lindsey LeCount

331 Amethyst Drive

Sequim, WA 98382

- Submitted sample colors for repainting for AC approval June 15, 2020
- AC approved June 16, 2020

- Lot 69, 10 (Coral Drive)

Tony Clancy

10 Coral Drive

Sequim, WA 98382

- message and photo of landscaping plan from owner 6-22-20
- Email vote by AC approved fence details pending 6-28-20
- Message and photos of proposed fence received 8-4-20
- Email vote by AC approved fence design and materials 8-7-20

- Lot 85 (71 Jade Circle)

Len Alger

71 Jade Circle

Sequim, WA 98382

- Email about landscaping changes that required AC approval 7-2-20
- Email from owner that no planned changes require approval 7-8-20

Emerald Highlands Homeowners Association

Safety Committee Report – 8/19/20

Proposed Activity From The Last Meeting:

Priority	Description	Timeline	Status
1	Sequim PD contact for NAP update	Jul/Aug	Complete
2	American Red Cross Smoke Detector battery program	Jul/Aug	Covid – Program on hold
3	Schedule CERT recruitment	Jul/Aug	Covid – Program on hold
4	CERT equipment inventory	Aug	In Process
5	Neighborhood BBQ	Aug	Cancelled until 2021
6	Safety Committee Page on EH website up and running	Jun - Aug	In final process

Expenditures Since Last Meeting: In the annual Budget – Informational Only

N/A

Forecast Spend Prior to Next Meeting: In the annual Budget – Informational Only

* All estimates are +/- 10%

1	Surgical Masks	\$60
2	Team Captain Radio	\$50
3	CERT Baseball Caps	\$165
4	Tweezers for Bins and Medical Carts	\$16
5	Plastic/Vinyl Gloves	\$90
Total	New Purchase Request	\$381
1	Triage Duct Tape	\$20
2	Privacy Tent	\$50
3	Printer Ink	\$80
Total	Previously Approved Not Purchased Yet	\$150
Previously Purchased items waiting for reimbursement		
1	Logitech clicker	\$38.07
2	Duct Tape	\$13.14
3	Outstanding from 2019 (Kris has yet to submit receipts – tourniquets / bandages)	\$163.34
Total	Previously Purchased items waiting for reimbursement	\$214.55
Grand Total		745.55

****Kris has been asked not to spend any more money until the past due receipts are submitted****

Proposed Activity Until Next EHHA Board Meeting:

Priority	Description	Timeline
1	Great Washington Shake Out	Oct 15
2	Evening Schedule for CERT to facilitate working volunteers	Oct
3		