

**Emerald Highlands Homeowner Association**  
**P.O. Box 3783**  
**Sequim, WA 98382**

**EHHA Board Meeting Minutes**

April 12, 2023

Prepared by Robert Turner, Secretary

1: Call to order at 11:00 AM at Olson Home, 41 Amethyst Drive, Sequim WA.

Attendees in person: Leif Olson, Jeff Sickler, Sue Schaafsma, Mark Schaafsma, Irene Turner, Robert Turner, Alaina Morgan, Warren Pierce, Doug Davis

Leif Olson, President declared a quorum with all board members present.

2: Secretary's Report (as presented by Robert Turner)

- Approval of Minutes of Last Meeting (Jan 11<sup>th</sup>, 2023)

Board meeting minutes approved.

3: Treasurer's Report – Warren Pierce

- Review of 1st Quarter Profit and Loss and Balance Sheets. The bank statement reflects a current balance of \$119,743.75
- We went over the report and discussed the Tree removal, Legal Fee's, and interest rates. Warren will investigate possible changes to receive the best rates available.
- Sue Schaafsma : There are 12 missing HOA fee's not paid. Possible letters need to be sent.
- A discussion took place concerning a couple homeowners who are seriously overdue on HOA fees from previous years and a recommendation was discussed about possible leans. No decision was made. Will continue to send letters to get these paid.
- Discussion of dues and back flow preventer testing took place. DC Backflow will bill each homeowner. For those who have not returned the paperwork will need to get the backflow valves checked due to city requirements.

- Alaina Morgan, went over the associations insurance policy with the agent and found no changes will be needed for the current year. Will revisit this for next calendar year.
- Mark Schaafsma: What if a need for an association expense is needed, do we to get the whole association to approve? Leif Olson, No, the board can make that decision.
- Sue Schaafsma: what is the dollar limit the association has for an expense. Leif answered and there is nothing in the CC&Rs concerning an amount. A motion was made by Robert Turner and seconded by Jeff Sickler for no more than \$15,000. The motion was approved.
- Motion to accept the treasurers report was made, Warren and 2<sup>nd</sup> Alaina. Motion carried

#### 4: Committee Reports

- Safety Committee – Jeff Sickler
- A decision needs to be made concerning the entry cameras. Discussions took place concerning various options available. There is more information needed and will discuss this at the next HOA meeting and then bring it to a vote at the yearly association meeting. A volunteer will be needed to monitor the cameras once they have been approved.
- Cert needs new members. Alaina Morgan investigated CPR training and it is not required.
- Map the neighborhood is on track.
- Smoke Alarm Awareness Program Update: The Sequim Police Dept has no program up and running. Please remember to change out your batteries at least 2 times a year.
- Leif Olson – The tree debris and the removal of the fallen tree has been done.
- Sidewalk safety issue has been repaired by the city.

- Architectural and landscaping Committee – Doug Davis
- The lighting survey was done and there are about 12 units that either have bulbs out or the sensors are not working properly. It is the homeowner's responsibility to change the bulbs or to repair these units.
- Doug Davis: There was 1 request for a fence replacement. It was approved. An ADA ramp request was made and is in process for evaluation.
- Mark Schaafsma asked if there needs to be approval to repaint your home. Doug Davis said not if you're painting the structure the same colors.
- Alaina Morgan asked about the empty lot mowing and to get a homeowner list to know which units belong to the HOA. Homeowners are responsible to get their vacant property mowed at their expense.
- Alaina also checked with the city of Sequim concerning crosswalks and signs and the City of Sequim has done a survey, but there is nothing to report yet.
- Discussions took place concerning the above ground planters that have the covered wagon look on Amethyst. Leif will talk with the homeowner about them coming down.

## 5: Old Business

- Discussion on Greenhouses and went over a potential amendment. Leif put before the board a possible change to the recommendation concerning the size being larger. It was not passed for change. More discussion is needed on the pros and cons due to lighting needs, whether electrical is needed or fans needed and noise levels. A letter will be sent out in concerning the potential pros and cons so it can be discussed at the next board meeting scheduled for July 12. The findings will be discussed and decided at the annual meeting. Emails was brought up so the expense of stamps could be saved.
- Front Entrance Enhancement – Mark Schaafsma is still researching this and nothing to report yet, but that we could just replace the sign on the left as you enter the community. This is the most visible sign. More research is being done.

Meeting adjourned at 12:42 PM

Next board meeting is scheduled for July 12<sup>th</sup>, 2023 at 11 AM at the Olson Home

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