

CLOS CHEVALLE HOMEOWNERS ASSOCIATION

2021 Annual Meeting Minutes

September 11, 2021, 10:00 a.m.

Zoom Video Conference

Call to Order: President Jim Gurke welcomed the attendees and called the meeting to order at 10:04 a.m. Due to COVID, the meeting is being held online via Zoom. Prior to the meeting, the agenda, ballot, proxy, 2020 draft minutes, and the committee reports were emailed to Owners. Jim announced that the Zoom meeting is being recorded, and a link to the meeting will be sent to all Owners following the meeting.

Present Board Members: Jim Gurke, Lew White, Bart Harmeling, and Lori Wentland. Larry Peabody was absent.

Confirmation of Notice of Meeting and Quorum: All Owners had previously submitted their consent for authorizing electronic notices to be sent. Secretary Lori Wentland confirmed that a Notice of Meeting was sent via email on August 25, 2021, to all Owners as required by the RCW, and that a quorum was established. A total of 33 lots were represented, either by proxy or attendance, for a 49.2% representation.

Approval of Minutes: The Draft Annual Meeting Minutes of September 12, 2020 were unanimously approved.

Board and Committee Introductions: Jim Gurke introduced the Board and thanked them for their service. He recognized the contributions of each committee member. Those individuals are Kerry Albright, Finance Committee; Pam Ahl and Jim Batdorf, Facilities Committee; Sue Chappell of the Audit Committee; and Jim Kott, Webmaster. Two new members were welcomed to the Architectural Design Committee, Joe Ahl and Jenn Norman, replacing Jim Gurke and Shannon Kollmeyer.

Election of Board Members: Jim named the Board nominees for the 2021-2022 term. He called for any other nominations, but none were offered. A motion was made and seconded for a vote. The five nominees were elected unanimously. The Board went into executive session to vote for the officers to continue in their current positions: Jim Gurke, President; Larry Peabody, Vice President and ADC Chair; Lew White, Treasurer and Finance Committee Chair; Bart Harmeling, Vice President and Facilities Committee Chair; and Lori Wentland, Secretary.

Finance Committee Report: Lew White

- The Finance Committee Report was distributed to Owners on August 25, via email.
- Lew expects to finish the year with higher Net Operating Income than anticipated, due to improved budget forecasting, and lower than expected snowfall in early 2021. 2021 expenses are tracking at or below budget for the year.
- The Audit Committee reviewed the financial operations and controls, and reported they adequately protect the HOA's assets. The Audit Committee finds the current process to be sufficient and recommends waiving the annual audit.

The motion to approve Resolution 1 to waive the annual audit was put to a vote and unanimously approved.

Facilities Committee Report: Bart Harmeling

- The Facilities Committee Report was sent to Owners via email on August 25.
- Bart acknowledged the work of committee members Pam Ahl and Jim Batdorf.
- Bart reviewed snow removal guidelines, and discussed ongoing maintenance of common areas, roads, trails, gates, fences, irrigation, weed control, and vacant lots.
- Future projects were addressed, including the need for roads and trails to be resealed.
- Rocky Pond was noted for their partnership in neighborhood maintenance.

Architectural Design Committee: Larry Peabody

- The ADC Report was included in the August 25 email to Owners.
- Jim Gurke presented a summary of Larry's report of activities involving the ADC.
- Of the 67 lots, there are now 40 occupied homes. Five projects are currently underway.
- Owners are reminded to review the Architectural and Landscape Design Guidelines (ALDG), and contact the ADC before design work begins. All important ADC-related documents are available on the community website: closchevallehoa.com
- Jim requested that Owners and contractors keep the impacts of construction to a minimum by conforming to the rules and guidelines.

President's Report: Jim Gurke

- The President's Report was submitted to Owners via email on August 25.
- Jim discussed the recent growth within Clos CheValle, briefly reviewed the history of the neighborhood and HOA, and spoke on continuing efforts to resolve the issues of the shared access and maintenance of BMR Road.
- Jim addressed each of the questions asked by Owners during the meeting.
- Owners are asked to step up and consider service on the Board or a committee. The possibility of hiring a company to manage the HOA is being considered.
- As the reports show, Clos CheValle is in excellent shape, with strong financials and sound infrastructure.

Old Business: None

New Business: None

Adjournment: The meeting was adjourned by Jim Gurke at 12:02 p.m.

The Annual Meeting Minutes were prepared by Lori Wentland, CCHOA Secretary.

- The Draft 2021 Minutes will be distributed to all Owners within 60 days, to be considered for approval at the 2022 Annual Meeting.