

**CLOS CHEVALLE HOMEOWNERS ASSOCIATION
CCHA BOARD MINUTES
Wednesday, May 10, 2017
8:30-11:15 a.m.**

Present: Lew White, Jim Gurke, Jim Batdorf, Tom Buell, Pamela Ahl

Call to Order: President Lew White called the meeting to order at 8:35 a.m.

Minutes: The April 12, 2017 Minutes were Board approved.

Treasurer's Report: Tom Buell

- Tom presented the Financial Transaction Report listing the Income and Expenses for the month of April 2017. He then gave the First Quarter Report on year-to-date Income and went through each Line Item Expense.
- Outstanding expenses to be paid in May include April road repair, maintenance, legal costs for liens and tree trimming.
- As of May 10, the total for delinquent assessments is \$11,353.29. Lew White confirmed the Board's authority to establish the late payment policy.
- Tom will contact Steve Kennedy regarding the audit required by the RCW for HOA's with assessments greater than \$50,000. The audit will be on the June agenda for Board discussion.
- Conover Insurance will be contacted to clarify and give more specific information regarding the CCHOA Common Area Insurance coverage.
- Tom contacted an Escrow company regarding "non-compliance issues". The Escrow company responded by saying that non-compliance issues can be listed on the closing statement filled out by the HOA and not beforehand. The closing statement would be the first time a HOA would be officially aware of a pending sale.

Facilities Committee Report: Jim Batdorf

- Jim B gave an update on the crack and asphalt road repair work started in April. One area near Lot 4 was missed however was part of the original bid. Scott from Moe Asphalt will be contacted as to the oversight.
- Ed Kamphus will put together a Scope of Work Document reflecting work done each month so that the Board can become familiar with the routine and expenses incurred.
- The sweeper Ed usually rents to clean the roads throughout Clos CheValle, is not working at this time. Ed will continue to try to find one that is available but prospects are that one may not be available this year.
- Lot 20-The Board continues to wait for final Septic Plan and Utility Easement approval by the Water District.

Architectural Design Committee Report: Jim Gurke

- Jim G gave his report on Prior Reviews and discussed each New Review that has been submitted in the past 30 days. Board members were issued an updated copy of the Current/Past Applications Issues Status.
- Spring inspections will be done by the ADC for landscape and construction compliance.
- A draft letter for non-compliance issues will be presented to the Board for approval at the June 14 meeting.
- Lot 8-Chelan County has confirmed the frontage setback to be 20'. A new site plan will be submitted by Lot 8 owners to Chelan County for approval. Jim G gave each board member a copy of the 2009 Clos CheValle Planned Development document that details the final lot layout, building setbacks and driveway access plan which was approved by Chelan County on May 21, 2009.
- Lot 18-The ADC approved preliminary site plans.

President's Report: Lew White

- Lew gave the Board an update on the RCW requirement for the Reserve Study. Lew found that there is no liability, to the Board or CCHOA, for not ordering or managing a formal Reserve Study. Conducting a Reserve Study increases the expense and complexity of managing CCHOA's budget, with questionable benefits. He suggested that we report to the owners at our Annual meeting the intent to not order a Reserve Study until such time that the Board determines one would be useful enough to incur the expense and added management complexity.
- The Board will hold off publishing an Owner's page on the CCHOA website until a Password system can be utilized. At this time, the software package used to produce the website does not allow passwords. Lew will discuss with Jim Kott, web designer, the appropriate time to implement this page.
- The Annual Minutes will be posted to the website and also mailed to each owner before the Annual Meeting in September.
- General Policy information, developed by the Board, will be added to the website. For example; late fee policy, key fob refund policy, gate access and any code changes.
- A motion was made by Lew to change Tom Buell's title from Board Treasurer/Secretary to Treasurer and Pamela Ahl's title to Secretary. Tom Buell seconded the motion. Motion passed unanimously.

June Agenda Items

- Decide September Annual Meeting date
- Audit discussion
- More information on our common area insurance coverage
- Approval of Non-Compliance Letter

The meeting was adjourned at 11:15 by Lew White

**Next scheduled Board meeting: 8:30 a.m., Wednesday, June 14, Lew White's home
Board minutes prepared by Pamela Ahl, CCHOA Secretary**

