

CLOS CHEVALLE HOMEOWNERS ASSOCIATION
2024 Annual Meeting Minutes
September 14, 2024, 10:00 a.m.
Zoom Video Conference

Call to Order: President Jim Gurke welcomed the attendees and called the meeting to order at 10:06 a.m. Prior to the meeting, the meeting notice, agenda, ballot, proxy, 2023 draft minutes, and the committee reports were emailed to Owners.

Present Board Members: Jim Gurke, Bart Harmeling, Larry Peabody, and Karin Polzin

Confirmation of Notice of Meeting and Quorum: Consent was received from all Owners for electronic notices to be sent. It was confirmed that a Notice of Meeting was emailed to all Owners on August 23, 2024, as required by the RCW, and that a quorum was established. In total, 12 ballots were received in advance, 11 proxies were received in advance, and 11 attendees lot votes were counted. A total of 34 lots were represented for quorum.

Approval of Minutes: The Draft Annual Meeting Minutes of September 9, 2023 were unanimously approved.

Board and Committee Introductions: Jim Gurke introduced the current Board members and thanked them for serving. He also thanked Lori Wentland for more than four years of service on the board as Secretary. He recognized each of the Committee Members, including Finance Committee Member Kerry Albright (who filled in for Lew White for the meeting), and Randi Burchett, who recently stepped off the Finance Committee, Facilities Committee members Pam Ahl and Doug Gibson, Architectural Design Committee member Joe Ahl, and up until recently, Jenn Norman. Sue Chappell was thanked for her continued service on the audit committee and Jim Kott who stepped away as community Webmaster. Chris Gurke has taken on the Webmaster role.

Election of Board Members: The current Board members were nominated and willing to continue serving for the 2024-2025 term. Jim asked if there were any other nominations, but none were offered, nor did any others come in by proxy. A vote to reelect the five nominees unanimously passed, with the Board members retaining their current positions: Jim Gurke, President; Lew White, Treasurer and Finance Committee Chair; Karin Polzin, Secretary; Larry Peabody, Vice President and Architectural Design Committee Chair; Bart Harmeling, Vice President and Facilities Committee Chair.

Finance Committee Report: Kerry Albright for Lew White

- The Finance Committee Report and July 31, 2024 YTD financial statement were emailed to Owners on August 23.
- Kerry gave a summary of the YTD 2024 financials, reporting sound cash reserves, with the expenses managed within budget so far this year.
- After a review of the financials and controls by the Audit Committee, it was once again recommended to continue with in-house audits. The motion to approve Resolution 1 to waive the annual audit was put to a vote and unanimously approved.

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Facilities Committee Report: Bart Harmeling, Pam Ahl, Doug Gibson

- The Facilities Committee Report was sent to Owners via email on August 23.
- Bart reviewed work YTD, addressed issues, and gave an overview of upcoming projects, including entry gate systems for the two main gates, planned for 2026.
- Doug Gibson continues as the contact for mailbox keys and gate fobs.

Architectural Design Committee: Larry Peabody

- The ADC Report was distributed to Owners via email on August 23.
- Larry recognized the work of Jenn Norman and Joe Ahl on the ADC. Jenn Norman recently resigned due to family move.
- Larry reminded Owners to contact the ADC before planning any work, and to make sure their project associates have a copy of the ALDG guidelines.
- The board periodically reviews the ALDG; recent updates to the ALDG were clarifications and modernizing.
- The ADC has fielded several complaints of lighting glare. Owners were reminded that exterior lighting must not create glare, should be downcast and low intensity.
- Of the 67 lots, 48 homes have been completed to date.
- Site work/Landscaper hours and “no work” days were reviewed.

President’s Report: Jim Gurke

- The President’s Report was sent to Owners via email on August 23.
- Rocky Pond (Clos CheValle Vineyards, LLC) Tasting Room Update
- The Board will review the Draft 2024 Annual Minutes, email it to Owners within sixty (60) days of the meeting, and post them to the HOA website.
- Jim thanked the attendees for their participation, and asked all Owners to consider service on the Board or a committee.
- Prior to concluding, Jim asked for the questions from the attendees, but there were none.

New Business: None

Old Business: None

Adjourned: The meeting was adjourned by Jim Gurke at 12:10 p.m. The Annual Meeting Minutes were prepared by Karin Polzin, CCHOA Secretary.