

CROFTON HILLS HOMEOWNERS ASSOCIATION

*Minutes of the Board of Directors meeting of the Crofton Hills Homeowners Association, Covington, WA,
held at J.D. Wilson's home, in Covington, WA, at 6:30PM on December 5, 2023*

Board Members

J.D. Wilson, President | Josh Peyton, Vice President | Amy Peyton, Secretary | Tory Ostic, Treasurer |
Sandra Anderson, Director-at-Large

Others

Debi Alexander (via Zoom)

Approval of the Minutes of the Previous Meeting

Motion through email by Amy Peyton on November 2, 2023, to approve the minutes of the meeting last held on October 24, 2023. Motion seconded Josh Peyton on November 3, 2023, and seconded by JD Wilson on November 5, 2023. Motion passed.

Time	Item	Owner
6:36PM	Call to Order	J.D. Wilson
6:36PM	PM Report with Debi <ul style="list-style-type: none">Delinquencies, correspondences, compliances reviewed – Private decisions by board concerning homeowner properties	Debi Alexander
6:43PM	CC&Rs Update <ul style="list-style-type: none">We did not receive enough votes to change the rental CC&Rs. Because of this, the board discussed the possibility of fining owners who do not inform the board about renting out their properties as stated as a requirement already in the CC&Rs.	J.D. Wilson and Amy Peyton
6:57PM	Reserve Study Proposals <ul style="list-style-type: none">Board decided to go with Associations Reserve. This company does 1 study which was the recommendation of Bell-Anderson.Board plans to sign contract with Associations prior to the end of the year in order to receive 10% off.Typically, the reserve study will be completed in about 12 weeks.	J.D. Wilson

Time	Item	Owner
7:05PM	<p>Treasurer's Report</p> <ul style="list-style-type: none"> Account was accessed by an old board member who informed our current board. Passwords need to be changed J.D., Sandra, and Amy will meet at the US Bank on Friday to discuss who has access to the accounts, change the passwords, and pull out of the CDs that are losing the HOA money 	J.D. Wilson and Tory Ostic
7:13PM	<p>HOA Annual Meeting/Next Meeting</p> <ul style="list-style-type: none"> The annual board meeting is set for January 23rd at 6:30PM at the Covington Public Library. Amy will reserve the library as soon as possible and then finalize the date. Back-up dates are January 29th and 30th. 	J.D. Wilson and Amy Peyton
7:15PM	<p>Board Member Positions</p> <ul style="list-style-type: none"> Three board positions will come up for election in 2025. Two board positions will come up for election in 2026. As per the Crofton Hills Home Owners Association By Laws the term of a board member (Director) is two years. There will be no election of Board members in 2024 due to the short time served by the current board members 	J.D. Wilson
7:26PM	ADJOURNMENT	

ACTION ITEMS FROM MEETING

- **Amy** – Book library for annual meeting
- **Debi** – Send annual meeting notifications to homeowners
- **JD, Sandra, and Amy** – Meet with US Bank to close CD, ask about fees, and change password
- **Amy and Josh** – Welcome new neighbor
- **Board** – Sign agreement with Associations Reserve for Reserve Study