

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 January 23, 2024*

Board Members

J.D. Wilson, President | Josh Peyton, Vice President | Amy Peyton, Secretary |
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 December 15, 2023, to approve the minutes of the meeting last held on December 5, 2023. Motion seconded Josh Peyton on December 16, 2023, and seconded by JD Wilson on December 19, 2023. Motion passed.

Time	Item	Owner
6:30PM	Call to Order	J.D. Wilson
6:30PM	Zoom Meeting with Home Owner <ul style="list-style-type: none">• Home owner was a no show. Home owner will need to provide written appeal instead.	Debi Alexander
6:41PM	PM Report <ul style="list-style-type: none">• Delinquencies and correspondences – Private decisions by board concerning homeowner properties• Compliances Letters – Reminder about lawns and inspections will be sent out mid-April• We currently have email addresses for over half of homeowners. This improves correspondence with the community.	Debi Alexander
6:57PM	Reserve Study Proposals <ul style="list-style-type: none">• Board discussed ways to save money to sustain the life of repairs. Debi will look into getting bids for staining the perimeter fence.• Report will be shared in annual meeting to help homeowners understand why annual dues are increasing• According to Bell-Anderson, most other HOAs have 30%-50% of reserves set aside. We do not have nearly that amount.	

Time	Item	Owner
	<ul style="list-style-type: none"> The board will try to meet with the company who completed the reserve study to ask questions regarding the report. Questions such as “what costs are included?” came up. 	
7:20PM	<p data-bbox="297 352 529 382">Tory Resignation</p> <ul style="list-style-type: none"> On January 18, 2024, Tory Ostic resigned as Treasurer of the HOA. The board will reach out and see if Tory would be able to participate as Director-At-Large instead Board voted and approved Sandra Anderson as the new Treasurer. 	J.D. Wilson
7:25PM	<p data-bbox="297 617 492 646">HOA Banking</p> <ul style="list-style-type: none"> HOA Board members (J.D., Sandra, and Amy) visited U.S. Bank on December 8th and took funds out of the HOA CDs because they were losing money. Then they put the money into the HOA saving account instead. The CDs had rolled over, so there was a \$500 fine for taking the money out sooner than the ending period, but the board calculated that even with the fine, we would save more money this way in the long run. Debi needs statement from US Bank about the \$500 fine being removed from the account. Sandra will look into different banking options and see what bank will pay the best for the HOA saving account. First Citizen’s Bank works directly with Bell-Anderson, but they may not be the best investment bank. 	J.D. Wilson
7:50PM	<p data-bbox="297 1230 518 1260">Annual Meeting</p> <ul style="list-style-type: none"> Agenda for meeting will include asking what the community wants for a park, going over the serve study, and input on what the community wants to prioritize in addressing 	Amy Peyton
8:01PM	<p data-bbox="297 1457 686 1486">Landscaping Service for 2024</p> <ul style="list-style-type: none"> The board voted and approved on Malone’s continuing with the community landscaping service. 	Debi Anderson
8:02PM	Meeting Adjourned	J.D. Wilson

ACTION ITEMS FROM MEETING

- **Amy** – Set up annual meeting date
- **Amy** – Call Tory and see if she will continue being part of the board
- **J.D.** – Request Tory to get all treasury info to Sandra
- **Sandra** – Request US Bank to send Debi statement of the \$500 fine incurred on CD removal
- **Debi** – Send community information about annual board meeting