

CROFTON HILLS HOMEOWNERS ASSOCIATION

*Minutes of the Board of Directors meeting of the Crofton Hills Homeowners Association, Covington, WA,
held over Zoom at 6:30PM on January 14, 2025*

Board Members

J.D. Wilson, President | Josh Peyton, Vice President | Amy Peyton, Secretary |
Sandra Anderson, Treasurer

Others

Debi Alexander, Property Manager | Michelle Gulley, Community Member

Approval of the Minutes of the Previous Meeting

Motion made by Amy Peyton to approve the minutes of the meeting last held on November 4, 2024. Motion seconded Josh Peyton on December 16, 2023, and seconded by JD Wilson on December 19, 2023. Motion passed.

Time	Item	Owner
6:34PM	Call to Order / Welcome	J.D. Wilson
6:35PM	Approval of Previous Board Minutes	Amy Peyton
	FinCen Update <ul style="list-style-type: none">Currently not needed, but Crofton Hills has already completed it.	Debi Alexander
6:43PM	PM Report <ul style="list-style-type: none">Delinquencies and correspondences – Private decisions by board concerning homeowner propertiesProperty manager will be getting new updated software that will make the system more effectiveNo late fees will start until FebruaryProperty manager will still mail out information to homeowners who have not signed up their emailBoard discussed ways to get emails	Debi Alexander
7:00PM	Treasurer's Report <ul style="list-style-type: none">Email is updated with BECU and Sandra is getting statements from themBudget is finalized for annual meetingSandra will explain at the annual meeting what the budget is and how we are spending the moneySandra will update with December actuals	Sandra Anderson

Time	Item	Owner
7:05PM	HOA Annual Meeting <ul style="list-style-type: none">• Tuesday, February 18th at 6:30PM through Zoom• City council member will be attending our meeting. Some of the topics of discussion include them talk about the parking, who is responsible for street trees, and etc.• Josh will facilitate the meeting, Debi will share about the new portal, Sandra will talk about the budget, and JD will answer questions.• Big event for the meeting is electing board members	Amy Peyton
7:12PM	Board Member Positions <ul style="list-style-type: none">• J.D. is okay being part of the board, but not the president.• Explanation of positions• Michelle might be interested in the Director-at-Large position	J.D. Wilson
7:34PM	Meeting Adjourned	J.D. Wilson

ACTION ITEMS FROM MEETING

- **Debi** – Will send out agenda outline for annual meeting
- **Debi** – Will let the community know we are looking for new board members