

**Division 7 Condominium Association  
Board of Directors' Meeting  
Thursday, August 18, 2016**

**Call to Order**

President Lloyd Hightower called the meeting to order at 9:30 A.M. Board members present were: Lloyd Hightower, Ray Christiansen, Steve Lavelly and Cal Murphy. Board member absent (hospital) Judy Christiansen.

Guests in attendance were: Marty Whitaker (117-A), Toni Tobin (116-C), Chris Thudium (153), Joel Ogden (142-D), Dawn Kerns (125-D), Jack Marlowe (117-C), Mike Mowatt (116-A), and George Nicklen (133-C).

**Quorum**

Lloyd Hightower, President, established that a quorum was met.

**Approval of Minutes**

The minutes for the July 21, 2016 were previously approved by e-mail.

**Information - Clallam County Emergency Program (CCEP) - Joel Ogden**

MAP YOUR NEIGHBORHOOD: Building and Strengthening Disaster Readiness  
Among Neighbors Presentation for Residents of Hilltop Dr.

**6:00 P.M., Tuesday, September 13th, 2016 at The Gathering Place**

Strategies for neighborhood preparation for emergencies and disaster situations will be presented by Joel Ogden and other team members from the CCEP.

**Maintenance Report - Lloyd Hightower**

Skylight, Unit 134-A Complete

Glass Door, Unit 119-A Complete

Window Replacement, Unit 156-A Complete

Roof problems, Unit 117-A Waiting on estimate

Deck problems, 117-A Waiting on estimate

Deck problems, Unit 137-B In Progress

Heat pump booster (By owner), Unit 137-B Approved by SLOA

Driveway & partial courtyard replacements, Unit 147 & Unit 149-C

Approved July 21st, Work Completed by Rex Berneking

Partial courtyard replacement, Unit 148-B Complete

**Landscape Report - Cal Murphy**

Invoice for numerous sprinkler system repairs, Sanford Irrigation, Inc.

\$2,501 was M/S/A for payment

Several owners complained about shrubbery not receiving enough water. Three water lines are candidates for automatic valves. Some sprinklers are aimed toward the golf course - not watering toward the buildings.

Mole problems are being taken care of.

Water valves are not working between 117B & 117C - Cal will inform Jeff. Jack will submit a Request for Service.

### **Financial Report - Ray Christiansen**

Budget for 2017 is same as 2016 - no increase.

Year to date expenses are well below budget because major projects have not been paid for.

### **By-law Committee Report - Steve Lavelly**

Chairman Lavelly reported that the committee has met three times and will have some recommendations for board consideration after the annual meeting. A comparison was made with ALOA's attempt to change their Declaration. It was suggested that if there is a conflict the by-laws should be changed - not the Declaration. It is much easier to change the by-laws and the impact is internal to the organization. The Declaration has much wider impact and is also relied upon by people outside the organization (realtors, county assessors, state offices, etc.)

### **Open Discussion With Owners/Guests**

Annual Meeting items were discussed. The board agreed to add Dawn Kerns to the ballot. The ballots were sent early. Ms. Kerns' bio was on time. So the board agreed to send out a revised ballot with all names on it. It was realized that the current by-laws call for the ballot to be mailed "no more than thirty and no less than ten days prior to the meeting". It was agreed that the rule should be changed to "no less than thirty days prior to the meeting".

One owner stated that the board has no say as to who goes on the ballot. However, it was explained that due to lack of interest the Board of Directors is actually the nominating committee and the nominating committee does have the responsibility to vet and approve the candidates who go on the ballot.

### **Next Meeting**

Directly after the annual meeting on September 21st.

### **Adjournment**

The meeting was adjourned at 11:00 a.m.

**Note: Due to absence of Secretary, minutes were taken by board members.**