

**Emerald Highlands Homeowner Association**  
**P.O. Box 3783**  
**Sequim, WA 98382**

**EHHA Board Meeting Minutes**

November 15, 2023

Prepared by Robert Turner, Secretary

1: Call to order at 1:15PM at Olson Home, 41 Amethyst Drive, Sequim WA.

Attendees in person: Leif Olson, Sue Schaafsma, Mark Schaafsma, Irene Turner, Robert Turner, Warren Pierce, Doug Davis

Other attendees: John O’Keefe and Geza Madarasz

Leif Olson, President declared a quorum with all board members present.

2: Secretary’s Report (as presented by Robert Turner)

- Approval of Minutes of Last Meeting (October 17, 2023)

Board meeting minutes approved.

3: The following is the new board member structure:

Leif Olson = President  
Mark Schaafsma = Vice President  
Robert Turner = Secretary  
Warren Pierce = Treasurer  
Jeff Strickler = Member at Large  
Sue Schaafsma = Member at Large  
Irene Turner + Member at Large

4: Treasurer’s Report – Warren Pierce

- Review of 1st Quarter Profit and Loss and Balance Sheets. The bank statement reflects a current balance of \$116,944.80
- We went over the report and discussed opening another CD for \$80,000
- We discussed the new budget for 2024. We can provide a copy if requested.
- There are still 9 home owners who have not paid their dues. We have discussed putting liens on their property. We will send letters with cost’s added to process this issue.

- Warren will have the mailings ready for Sue and Mark Schaafsma for postage.
- Motion to accept the treasurers report was made, Robert and 2<sup>nd</sup> Mark Motion carried

## 5: Committee Reports

- Safety Committee – Jeff Sickler (Not able to attend)
- Leif discussed several items from the committee.  
Remind all home owners who have propane tanks to make sure they have secured them to their foundation
- We need to check the sump pumps that they are in working order in case of flooding.
- Architectural and landscaping Committee – Doug Davis
- The lighting survey will be done again to make sure nothing was missed before they contact the homeowners who need to fix their lighting.
- Doug will be moving soon and will need to pass his responsibilities to another volunteer. He also has stored several Cert items and the files for the Architectural committee history.
- Warren will volunteer to take over the Mowing for 2024 and a discussion was made to table this for the next board meeting in January.

## 6: New Business:

- Discussion on CC&R change has been accepted and is now in force.
- Front Entrance Enhancement – Mark Schaafsma has been in contact with the contractor and the sign should be ready any time now. He will get back to Leif when it is ready for install.
- Discussion took place concerning potential squatters in the community. Leif will talk with HUD and the family and the Broker concerning who has been given authorization for the property. The discussion will be continued with the January Board meeting.

- A new webmaster is needed to update our current system. Leif has asked for approval to get this done. Approval was Motioned by Robert Turner and seconded by Warren and has been approved. The cost is roughly \$250.

Meeting adjourned at 2:15 PM

Next board meeting is scheduled for J at 11 AM at the Olson Home

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