

MINUTES of the MEETING of the BOARD OF DIRECTORS OF THE WHITEHAWK RANCH TOWNHOME OWNERS' ASSOCIATION

March 26, 2024

DRAFT

1. Call meeting to order.

A regular meeting of the Board of Directors for the Whitehawk Ranch Townhome Owners Association was held via ZOOM teleconference on Tuesday, March 26, 2024, beginning at 4:00 p.m. pursuant to the written Notice of Meetings. Directors Lisa Laughlin, Bob Danielson, Penny Popken, and Nancy Johnson all participated via ZOOM. Jean Bonander was absent. Bob Danielson called the meeting to order at 4:00 p.m. Joleen Cline served as the recording secretary.

2. Public Comment (for items not listed on the agenda – limit 5 mins each)

none

3. Approve Minutes – March 11, 2024

After review, upon motion duly made, seconded and unanimously carried, the Board approved the minutes of the March 11, 2024 Special Board Meeting as presented.

4. Approve TOA ARC Guidelines

Lisa Laughlin led a discussion regarding the TOA specific items that should be included in the updated ARC Guidelines which the Master Association ARC is currently working on. The goal is to have one document for members to refer to with additional pages specific to the TOA and to Hawk Ridge.

The Board thanked Lisa for her work on the document. Lisa reported she would work with the Master ARC. Joleen reported that once the complete updated documents is complete, the Master HOA will need to send it out to all member for review and comment before the Board can adopt it.

5. Award Contract for Deck re-sealing

Nancy reported it has been a challenge to get contractors to respond to her request for bids. At this time, only one contractor has the interest and time to start working on the deck resealing.

Chris Collins would like to begin working on sealing the decks in May, and as soon as weather will permit. He would like to work on one phase this year, and the other next summer.

After review, upon motion duly made, seconded and unanimously carried, the Board awarded the deck re-sealing contract to Chris Collins. The cost per ½ a duplex (front porch and back deck) is \$1,200.00.

Joleen will draft a contract and will work with Chris to develop the schedule.

6. **Adjournment of Meeting – Next Meeting – Monday, May 13, 2024 at 1:00 p.m.**
After review, upon motion duly made, seconded and unanimously carried, the meeting was adjourned at 5:04 p.m.