

Minutes of the Meeting of the Board of Directors of the Blue Ribbon Farms Homeowners' Association February 22, 2023

The meeting of the Board of Directors of the Blue Ribbon Farms (BRF) Homeowners' Association (HOA) was called to order at 3pm by Chair Mark Long. In addition to Chairman Long, also present were board members Paul Allsing (by phone), Andre Baritelle, Carmen Lynaugh, Natasha Nichols, Dave Woodcock, and Drew Zacharias.

Elections:

On a motion by Mr. Zacharias, seconded by Ms. Lynaugh Mr. Long was unanimously re-elected chair of the Board.

On a motion by Ms. Lynaugh, seconded by Mr. Woodcock, Mr. Zacharias was unanimously elected vice chair.

On a motion by Mr. Long, seconded by Mr. Zacharias, Ms. Lynaugh was unanimously elected treasurer.

On a motion by Mr. Woodcock, seconded by Ms. Lynaugh, Ms. Nichols was unanimously elected Secretary.

On a motion by Mr. Long, seconded by Ms. Lynaugh, and unanimously carried, Mr. Woodcock vacated his position as secretary and became a member at large.

Mr. Baritelle and Mr. Allsing, the two remaining board members, are also members at large.

Secretary duties:

After a brief discussion, it was agreed that the secretary shall resume keeping the records showing the members of the HOA and their addresses, pursuant to the bylaws. This will involve dealing with title companies and the county in the event of transfer of property. The secretary will also post notice of board and association meetings on the events section of the BRF website.

Information shared:

Mr. Woodcock and Ms. Nichols will need to meet at First Federal to change signors on the bank's records for officers.

Ms. Lynaugh will work with the bank to obtain online access to the HOA's bank accounts.

The Tour de Dung (the bicycle race that used to start at Woodcock and Lotzgesell) will now start at Jardin du Soleil Lavender Farm on Sequim-Dungeness Way.

Ms. Nichols acknowledged she would help with parliamentary procedures and conduct a brief training before the next association meeting.

Board standing committees:

Members indicated their feeling that each standing committee should choose its own chair. The board asked that there be a board liaison serving on all standing committees. The board requested each liaison to make clear to their respective committees that should the committee wish to make any presentation to the HOA (at the annual meeting or otherwise) that presentation must be submitted to the board at least two weeks prior to HOA meeting.

Airport Committee: chaired by pilot John Cuny with Mr. Baritelle serving as board liaison.

Curve Committee: Mr. Baritelle serving as board liaison. Rachel Duerst, Kris Ogden, and Keri McIntyre currently serve on the committee; Ms. Lynaugh also indicated she will participate. The board expressed concern that the committee speak in the interests of the entire HOA and not just the property owners adjacent to the road realignment project.

Nominating Committee: Mr. Zacharias serving as board liaison. Pat Schoen, Rachel Duerst and Corby Sommerville are on the existing committee. The board indicated they would like the committee to stay active and to generate interest in association members to participate as board members in the future.

Insurance Committee: The formal creation of this committee was approved by the general membership at its February 11, 2023 meeting. Mr. Allsing will serve as board liaison. Corby Sommerville has indicated his desire to serve on this committee. There was general discussion about the insurance requirements of the HOA and budgetary impacts. These issues will be relayed to the committee by Mr. Allsing. It was noted that Cindy Allsing has broad insurance experience during her career and will assist.

Ratification of prior action:

Mr. Long explained that the HOA's attorney requested the newly installed board ratify the actions of the previous board in relation to the Mason matter, indicating the new members were aware of and understood what had occurred.

It was moved by Mr. Long, seconded by Mr. Zacharias to ratify the actions of the previous board in relation to the Mason matter. The motion carried.

Update to covenants, conditions, and restrictions (CCR) and by-laws (together referred to as "regulations"):

The board discussed the need to update these documents. The by-laws were last amended on May 19, 1999. The CCRs were filed November 30, 1993 and have never been updated. Board members commented that laws have changed since the 1990s and it would be wise to obtain legal advice on updates to the HOA regulations. This would require expenditure of funds, and depending on circumstances, the final updating of the HOA's regulations may need to wait until the following budget year. One major area of interest for inclusion in revised regulations is that of a process for ensuring compliance with HOA regulations. This would likely include steps such as in-person communications, letters of infractions, informal hearing, mediation and ultimately, if needed, legal action. This would hopefully avoid the necessity to proceed in court. Mr. Long said he'd draft some sample letters which might be used.

Another area for possible inclusion in the revised regulations is a "dark sky" policy. And earlier in the meeting, during the discussion about standing committees, there was an interest in having the regulations state the procedures to be followed by committees more clearly. Some board members will bring sample by-laws and CCR's from other associations to the next board meeting. It is hoped these will be samples which are more current than ours, including from other airport HOAs for comparison.

The board requested this item be placed on the next board agenda for further discussion.

It was pointed out that several matters have needed to be addressed and had not been by past boards. Members indicated a desire to address these issues so that they are not continually passed on to future boards.

It was moved by Ms. Lynaugh, seconded by Mr. Baritelle and unanimously carried to adjourn the meeting at 4:10pm.

Natasha Nichols, Secretary
February 23, 2023