

DRIFTWOOD HEIGHTS ASSOCIATION, INC.
370 N. EAST CAMANO DRIVE, STE. 5, PMB 219
CAMANO ISLAND, WA 98282-7279



INCORPORATED 1970

Minutes of Membership Meeting
Oct 1, 2022

Members present: 18; members represented by Proxy: 0

Board Attendance:

President - Vacant

Executive Vice President - Vacant

Treasurer – Sherri Hall

Secretary – Genelly Carranza

VP Operations – Randy Barry

VP Grounds and Maintenance - Vacant

VP Water Quality - Vacant

Meeting requested by the membership as a follow up from Aug 27 2022 meeting.

Meeting called to order by VP Operations Randy Barry.

Announcements:

1. Randy Barry, informed membership that Wayne Kanaby, resigned his position as Executive Vice President/ Acting President on 21 Sep 2022 via email. Wayne has returned all Association materials to the Secretary.
2. New lock for the beach gate. The new combination was mailed to the membership. Operations explained the importance of securing the lock properly.

Reading and approval of minutes:

- Reading of minutes waived by motion
- VP Operations requested that membership accept minutes from 27 Aug 2022 meeting, motion to accept minutes made by R Turner, seconded by S Wilson, and carried by unanimous vote.

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Old Business

Treasurer:

1. Completed safety deposit box inventory, Deeds for beach and well site (listed on inventory) were missing. Discussed missing deeds with our attorney and he assessed that there was no risk.
2. Based upon recent events, with bank accounts and safety deposit box that may lead to future fraud we have purchased credit monitoring for one year at a cost of \$434.11. The issue was discussed with our attorney, he concurred and recommended we purchase.
3. The Board will post quarterly financial statements on the Driftwood Heights website with at least one year available as they are generated.
4. The Board will obtain a minimum of three quotes from local CPA firms and will select a firm to conduct an audit of the last two years financial records. Projected date is Jan/Feb 2023.

Secretary:

1. Continuing to update phone numbers and email addresses on the Membership Roster. I will start contacting members needing updates by phone/in person in the coming weeks. Operations has volunteered to assist.

VP of Operations:

1. Attorney Clarification:
Board members attended a meeting with our attorney regarding interpretations of bylaws, as requested by membership.
 - Who can be an association "Member"? Property owners.
 - Who is consider a property owner? Names on the deed.
 - Who can make a motion, second, and vote? "Members" (one vote per plot)
 - Who can be a proxy? Only "Members" in good standing.
 - What is, "In good standing"? Not in arrears in payment of annual assessments or fees.
 - Attorney reviewed the "Certificate Book" method of verifying "membership". He recommended we create a "Master List of Members" as opposed to the "Certificate Book" as it is less cumbersome, easier to audit, and maintain accuracy.

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New Business

1. Attorney recommendations going forward:

Board creates duties/responsibilities manuals for each board position. We are in the process of creating them.

2. Board Vacancies:

We need to fill vacant board positions; Membership discussed and recommended we pursue the following course of action:

- Solicit volunteers and fill vacancies using Art 6.3 of Bylaws.
- Solicit volunteers to form a committee to review election process, procedures, and establish schedule for May 2023 elections
- Solicit volunteers to form a committee to review Bylaws.

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VP Operations requested motion to adjourn, motion to adjourn made by R Turner, seconded by several members, and carried by unanimous vote.

Submitted by Secretary: Genelly Carranza

Approved by:

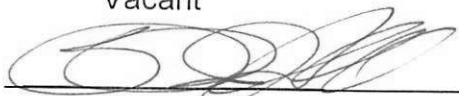
President:

Vacant

Executive Vice President:

Vacant

Treasurer:



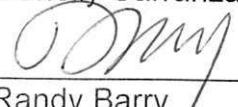
Sherri Hall

Secretary:



Genelly Carranza

Vice President Operations:



Randy Barry

Vice President of Grounds:

Vacant

Vice President Water Quality:

Vacant