ISSAQUAH HIGHLANDS COMMUNITY ASSOCIATION
Board of Directors Meeting Minutes

Meeting Date:	**April 22, 2020**
Called to Order:	5:30 pm
Meeting Location:	Zoom Teleconference Meeting ID: 642 713 806
Board Members in Attendance: Quorum confirmed	Jim Young, Greg Underwood Dan Vradenburg, Bryan Shiflett Rossie Cruz, Ben Rush
IHCA Staff Members in Attendance:	Kristyn McKinnon, IHCA Accounting Manager Blair Krieg, IHCA Community Manager Debbie Orosco, IHCA Community Manager Sarah Hoey, IHCA Executive Director

Called to order by Jim Young, BOD President Quorum achieved

Homeowners in attendance: none

Sarah Hoey introduced the Board members and staff participating in the teleconference.

Call to order 2020 Budget Ratification Meeting 5:35pm
Power Point Presentation shared
No homeowners in attendance
Executive Director received one vote to reject the 2020/21 Master Budget via email.

Return to Board Meeting 5:45pm

Consent Items-Reviewed and approved

1. IHCA Board Meeting Minutes – March 25, 2020
2. ARC Committee Meeting Minutes – April 7, 2020
3. Draft Finance Committee Meeting Minutes- April 14, 2020
4. Memo- Concord Commons 1760 Siding Repair
5. Memo- Concord Commons 2447 Deck Repair
6. Memo – Concord Commons 2455 Deck Repair
7. Memo – Crofton Springs 1911 Deck Repair
8. Memo – Crofton Springs Gazebo Repair
9. Memo – High St. Townhomes 998 Deck Repair

Motion was made by Ben and seconded by Dan to approve consent items 1-9. All present voted aye, motion was approved.

Treasurer's Report Highlights **February 2020** Financial report

1. Favorable forecast variance is $158K, a $11K reduction from last month, due to $66K for unbudgeted base assessments for Westridge Single-Family North, $38K reduction in rent, $55K for additional compliance employee, $30K reduction in anticipated contingency, $26K in additional landscaping due to Westridge, and $5K in net additional costs.
2. AR decreased by $6K, to $75K.
3. Collections remain at 6 accounts.
4. No accounts over FDIC $250,000 limit.

Dan recommends approval of the February 2020 Finance report on behalf of the IHCA Finance Committee.

Executive Director's Report Highlights

1. **Delinquent Payment Tracking:** We are tracking all requests with approved approvals and future actions, and will be updating the Finance Committee and BOD every month with progress.
2. **2020 Election Process:** Preparation has begun with VoteHOANow and 2020 forms have been developed. Statement of interest forms will be available to the public starting April 27,2020.
3. **LEO House billing:** Billing is now commenced for both LEO homes.

New Business

1. **Memo - Requested Relief/Delinquencies**: Motion made by Greg and seconded by Ben to approve temporary relief to owners who request financial relief.
2. **Memo- CVG Supplemental Neighborhood 20/21 Budgets:** Dan recommends approval of 20/21 Crofton at Village Green supplemental budget on behalf of the Finance Committee.
3. **Memo- GRD/ Harrison Owner appeals of construction fines**: Motion made by Ben and seconded by Rossie to waive construction fines between April 17 to May 17, 2020 for lots 17 and 25 in GRD and lot 15 on Harrison Street. BARC fines will be waived from April 1 to May 17, 2020 for lot 37 in GRD.
4. **Memo- Kiosk signage program –Stronger Together posters:** Motion made by Ben and seconded by Greg to approve $1,000 paid out of the contingency fund for new kiosk program posters.
5. **Restricted Breeds Policy-** discussion only.

Adjourned **6:45pm**

Date and Time of Next Meeting: *Wednesday, May 27, 2020 5*:30 pm