

Belfair Acreage Tracts Association (BATA)
Special Meeting on CPA Audit - November 10, 2024

*DRAFT Meeting Minutes prepared 11-11-2024 by T. Lazo
Send input/corrections to bata.hoa@gmail.com within 30 days of posting after which minutes will be made final.*

Third BATA Special Meeting to vote on whether the community should proceed with expending funds to hire an independent CPA to audit the Association's 2024 accounts.

Notification of meeting: Community members were notified of the meeting and the quorum requirements for a vote in advance of the meeting by three methods. A hard copy newsletter was mailed to the property owners via US Postal Service on October 3rd. Notice of the meeting and the newsletter were posted to the community website on October 4th. A sandwich board sign with meeting date reminder was placed next to the community sign along Alderwood Road at the entrance to the community on October 7th. The newsletter explained the reason for the meetings, the quorum requirements for the vote, and scheduled meeting dates. The newsletter also included an attached vote form/ballot for those who wanted to send their vote in by mail or with someone as proxy if they were unable to attend a meeting in person. Additionally, the minutes of both the first and second special meetings that were held on October 13th and October 27th were posted to the website prior to this meeting to let members know that a quorum was not achieved at the prior meetings and that they still have time to submit their vote or attend this meeting.

Location: North Mason Timberland Library meeting room

Attendance: There were 8 community members in attendance in person, in addition to the 5 board members.

Board members in attendance: Elayne Stodola (President), Mark Case (Vice President), Terilynn Lazo (Secretary), Robert Maxwell (Treasurer), Terri Maxwell (5th Board Member)

Start: Meeting called to order at 4:22 PM by Board President, Elayne Stodola. Sign In sheet provided at meeting room entrance.

President reviewed reason for the meeting (recap of CPA audit requirement under state law, cost and input from CPA's we contacted, state law allowance for Association to waive the audit by vote.) President then opened the floor for questions. (Note that in this document "? CM" indicates question or comment from community member. Full names of those not on the board will not be shown unless requested/approved by the commenting attendee.)

? CM – I've been in other associations where they bonded the Treasurer. Any consideration of that? President – We haven't done that historically in this HOA, but we will look into it.

? CM – Even if we paid for the audit, since we don't have the old records, it wouldn't be worth it.

? CM – Anyone in the HOA can look at the books anytime, right? President – Yes any community member can make arrangements with our Treasurer to review the books. Just send an email. You won't be able to see personal information from other community members, such as personal checks, but you can see everything with the accounts and deposits and withdrawals.

? CM – The other associations I’ve been in, they would present the information at the monthly meeting with the expenses and account balance. It would be captured in the minutes so everyone would know where every penny went to each month. President – We do that with a Treasurer report at each of our regular monthly meetings and our Secretary captures it in our minutes. The minutes are posted to the website.

After receiving no further questions, the President asked for the results report.

Secretary projected a chart on the wall showing the tally of attendance and previously submitted ballots representing the tracts. The Quorum requirement for this meeting is 16 tracts. The total tracts represented by either in person or submitted ballots at this meeting was 34. The quorum is achieved so the vote tally could be completed at this meeting.

The vote tally regarding the independent CPA Audit came to 3 YES votes for proceeding with the audit and 31 NO votes for waiving the audit and not spending the funds.

Therefore, the Board **will NOT hire an independent CPA to audit the 2024 books**. Per the decision of the community the Board will prepare the 2025 budget without the CPA audit expense. The board will set up a review session early in 2025 for the community to review the books. The board reminds community members that if they can’t make it to the review session, they can make an individual appointment with the treasurer to review the books any time.

Special Meeting adjourned at 16:33