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9mileranchhoa.org

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Applicable HOA governing documents and state law

- HOA Bylaw: Article VI, Section 4
- HOA Bylaw: Article IX
- RCW: 24.03.115
- RCW: 64.38.035

Background & Guidelines

RCW 64.38.035: "...all meetings of the board of directors shall be open for observation by all owners of record...". It is believed that this RCW is in respect of HOA members being able to witness all discussions and actions taken by their Board of Directors. This Board of Directors seeks to conduct/discuss all business at Board meetings. A particular exception to this is regarding time sensitive and/or emergency actions that need to be taken.

9MR Bylaw Article VI, Section 4 was written to assist the Board in being able to take actions between meetings if needed. If an action needs to be considered between Board meetings then a motion is made and seconded, discussion will follow, than a unanimous vote would be required for motion to pass. This procedure can happen through email. This procedure is not to be used as a substitute for conducting regular non-time sensitive business.

Committees Purpose and Guidelines

Having committees allows for through research to be done on any given issue outside of Board meetings. Committees are allowed to discuss, research and produce documents on their given tasks outside of Board meetings. At this time committees are given the task to research, dialogue and produce documents to be presented to the Board for review. This allows the business of the HOA to progress between meetings with education so clear decisions can be made by the Board at meetings.

Committees are allowed to take any actions that the Board or CCRs empowers them to take except those actions enumerated at RCW 24.03.115. Committee work can be accomplished through email or committee meetings. Documents produced and presented to the Board by a committee are used by the Board in preparation for Board meetings and actions/motions. Board discussion and/or approval of said documents will be in an open Board meeting unless immediate action, between meetings, is deemed necessary.

Because of the RCW64.38.035 requirement that all Board meetings must be open to all HOA members, the Board **cannot** partake in committee dialogue. However, any director who is not on a particular committee can request of the committee to be "cc'd" in any or all committee email dialogues. The dialogue being "cc'd" to the requesting director(s) is for their education only to assist in directors being able to take action based on final reports from committees.

The Secretary will make a hard copy and file all motions, discussions and votes for email motions made by the Board of Directors between meetings. All motions made between meetings will be read out-load at the next Board meeting and recorded into the meeting minutes.

Chair of each committee will keep hard copies, or archived in email system, all substantive email communications between committee members.

Committee members will be appointed by the Board of directors, as per state law. Committees shall consist of at least two (2) Board members, but shall have no greater number of directors than the majority of all directors (that would otherwise be considered a meeting of the directors). In addition to directors being committee members, the Board of Directors will solicit and appoint HOA members/Lot Owners who are willing to volunteer their time on a committee. The Board or Directors has the sole right to remove a committee member at any given time.

Current Standing committees:

As the list of committees and committee members is dynamic and subject to change at any given moment in time, the Secretary will maintain the official list of committees and committee members. A copy of this list may be posted on the HOA website <https://9mileranchhoa.org/>. Any HOA members/Lot Owners may send a request, in writing, for a copy of the current list by emailing the board at bod@9mileranchhoa.org or sending a letter to PO Box 332 Oroville, WA 98844.