**Called to Order at 6:30PM**

**Attendance:**

Board:

In attendance: Rachel Martinez, Peter Sprinz, Kristin Bennett, Greg Gundel, Jake Mead, Lilya Roraback, Eric Cooper, Beth Itaya. Absent: Fred Anderson

Office Manager:

Maria Reyes

Community Members:

Alexandria Boyer, Jordan Boyer, Katherine Peterson,

**Approval of May 10th Board meeting Minutes:**

Motion by Peter, second by Kristin, approved unanimously

**Community welcome:**

Rachel welcomed the community members and asked for any input/remarks.

Alexandria Boyer mentioned about safety when walking out on the beach during low tide and the possibility people getting stuck in the wet sand.

**Treasurer Report:**

Peter discussed the monthly report:

* CDs were extended. $154,000 CD was extended for 3 months at 5.05%, $52,000 was extended for 3 months at 5.3%. and $100,000 was extended for 3 months at 5.15%.
* Reserves we are at 46.3% of full funding.
* Money owed is at $104,000.
* Money collected was $7,565 for last month. Assessments are at 93%. 91% of the lots have been paid for in full.
* Money spent is at $94,121 this year.
* Remaining budgeted amount for the year is $160,449.
* Committees: $2, 187 spent so far this year,
* **Revised Collection Policy**: Peter presented a revised collection policy which would include assessment payments for members in good standing going from 4 to 6 equal payments. After some discussion a clarification was made that the new policy would go into effect on January 1, 2024 providing the community passed the proposed 2024 budget in August. Peter motioned and Rachel second, motion approved.
* **Reserve study and CD tasks**: Peter stated that his term would be up this August and in order to transition smoothly he proposed Maria be the point of contact for the reserve study and Greg take over managing the CD tasks until the new board is seated. There were no objections from the board and the proposal was approved.

**Office Manager Report**

1. General Office items of Note:
   1. Focus has changed to collections efforts and pool management
   2. AED Event held 6/3 and was well received by community
      1. AED Installed at Clubhouse
   3. Window replacement in clubhouse completed 6/9
   4. Getting plan in place for buckets in front of clubhouse
2. Pool
   1. Pool Committee
      1. Met in May
         1. Guests- agree it would be worth exploring a charge for guests
            1. Sub discussion of definition of household vs guests
         2. Signage is better in pool; agree we need new sign for rules.
   2. Attendants
      1. We have four attendants hired! Joanne, Susan, Kilynn, and Rebecca
      2. Joanne has been wonderful during the month of May!! Both board and community members also said what a fantastic job Joanne did and expressed gratitude to her during the meeting.
   3. Swim Lessons
      1. Negotiating contract- next mtg 6/13 to discuss charge to contractor
3. Reservation System
   1. Many busy weekends coming up!
4. Escrows
   1. 1 property in Pending Escrow
   2. 1 new member(s) processed in June
   3. 2 new members pending process (one is rental)
5. Liens
6. 0 Lien activity, intent to lien letters prepped for treasurer
7. Covenant Violations
   1. 0 Covenant violation forms received
8. Building Application
   1. 0 Application received/ approved
9. Scanning
10. Work in progress
11. Community Input
    1. Many compliments for our first pool attendant Joanne!
    2. Community member has called office to ask about county cleaning and clearing ditches, stated she thought the board used to help monitor in the rest of development and it has not been done in while. Info passed to board
12. Websites/ social media
13. Website Usage
    1. 266 (+12%) Unique visits for the previous month
    2. 813 (+31%) Page View w/ 2.9 pages per unique visit
14. Facebook page Usage
    1. 245 (+4) Followers (Main) / 104 (+3) (Pool Page)
    2. 359 (+172%) people reached / 211 (+171%) (Pool page)
    3. 361 (+439%) Engagement / 50 (-38%) (Pool page)
15. NextDoor
    1. Nothing to report

**Roads and Bluff Report**

* Willow rounds of wood removed
* Ditch work now completed, and catch basin work will be in late June or July
* Working on a new Hill Slide Action Plan
* Satos lot was cleared 5-10 & 5-11.

**Arch and Plat:**

* No violations submitted.

**Facilities:**

* This time of year, there is a dearth of news concerning facilities as much of Jerry’s time is spent keeping up with this ever-growing Scatchet Head vegetation. Our grounds are very beautiful and Jerry always tries to have them in tip top shape for the July Fourth weekend and July Third community party in particular.
* Activities that took place during the month:
  + As many of you are aware the pool was having some problems with cloudiness which required Jerry’s attention. Although hopefully an infrequent occurrence, when attention is required, it needs to be addressed expeditiously.
  + Sewer District inspected our clubhouse/swimming pool sewer system and found everything fine with no action needed.
  + The clubhouse office was painted and some aesthetic issues addressed.

**Aesthetics:**

* We are waiting on some labor quotes for 82’ cement footing portion of the work for pool patio fence install.

**Engage the Community:**

* Beth is working on plans for July 3rd and will share with the board in the next week or so.

**Emergency Planning Committee Report**

* The planning committee met and identified several individuals that might be interested in becoming block captains for groups of approximately 15 homes (+/-) should we have an emergency/disaster occur.  We took time during the month to contact these people.   So far, we have 3 people that have said yes and another 3 considering it.  We have found doors for 4 FRS radios that will get distributed to block captains.  We are looking for more donations but may ask the SHCC board for $100 to get an additional 2.  Our goal is to get 8 to 10 block captains a quarter and within a year have the 25 to 30 block captains coving most of Scatchet head.
* A number of Scatchet Head residents (5 of the 25 people at the training) went to CERT (Community Emergency Response Team) training in May.   Should a disaster or emergency situation occur these individuals and others with past CERT training are trained to respond, lead out, and interface with the county emergency teams until they can get to us which could be up to 2 weeks if a major earthquake occurs.     Some of these CERT individuals are block captains.  Others are not tied to specific blocks and will be used where needed.   Space has been cleared for some shelving in one of the SHCC sheds and we have shelves and some emergency supplies donated for CERT/Emergency Planning committee use.  We will have a few CERT/Block captain meetings to inform people of what is stored and how to obtain access.
* SHCC AED staff training has been completed.  We had a great turnout for AED (defibrillator) community training the first week of June.  About 45 people came for training!   The first responders and Whidbey Health Emergency personnel were very happy with the community response to the event.  The AED at the clubhouse will be installed mid-June.  Some planning needs done for the AED on Blakely.   A post has been donated but we need to select a location and coordinate with neighbors and call before we dig

**New Business:**

* Rachel discussed a concern from a community member about speeding along the main roads in our community. The request included installing a speed detector sign that shows the actual speed a vehicle is traveling along with the speed limit. The county could install the sign with approval. Rachel made a motion and Peter second the proposal to look at having the sign installed. The board approved.
* Peter discussed options for the office computer based on the recommendations of Whidbey Tech Solutions. WTS is concerned about the age and reliability of our main computer (one in the corner) as it is our main storage area for all our documents. They presented 3 options to make our set up more reliable and flexible:
  + Centralized Storage: Synology 2 Bay DiskStation for $2507 and keep the computer we have until it dies.
  + Along with the Centralized Storage, add a laptop with a docking station which would add $2900 to the Centralized cost.
  + Along with the Centralized Storage, add a replacement workstation that would allow someone to come in and connect to our system, add $2045 to the Centralized cost.
  + After some discussion a recommendation was made to investigate using Google storage. Peter and Maria will investigate and report back to the board.
* Maria asked about redoing the planters in front of the clubhouse explaining that the current ones were not maintained and the trees planted in them would grow too large. The board agreed. Peter and Greg will work with Maria on a plan.
* Defining household and guest:
  + The board discussed some issues that have come up pertaining to the definition of household and guest when it comes to pool and clubhouse access. It was decided that this would be tabled for now and discussed at a later date.

**Adjournment of regular meeting at 7:41pm**

Minutes Approved \_\_\_\_\_\_X\_\_\_As Written. \_\_\_\_\_\_\_\_\_\_\_\_\_As approved

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: 7/12/2023



Eric Cooper, SHCC Board Secretary