

Scatchet Head Community Club Board of Trustees

Meeting Minutes

2-12-2025

Meeting was called to order at 630 PM by Andy O'Donald, Proxy for Lilya Roraback, President

Attendance:

Board Members in attendance:

Kristin Bennett, Cynthia Butler, Fred Anderson, Curtis Price, Andy O'Donald, Kat Hiatt,

Excused Absences:

Tara Long, Lilya Roraback, Sandra Anderson

Staff:

Maria Reyes

Approval of January 8th 2025 meeting minutes;

Fred moved to approve, Kristin Seconded, Approved unanimously

Community Input and Presidents remarks if any:

Jordan Boyer brought in a print off of items that an HOA Is allowed to write off on their taxes per a WA state website. He proposed that perhaps if we could find ways to save money, we can pass that on to the members by not raising assessments. Andy stated he will follow up with the accountant to see if this applies to us.

Darren Helland brought up the issues of the multiple cars clocking the corner of Hat and San Juan. States that it is a safety issue, and he has made a report to the county but would like the Board to also act. States that there may be people living in trailers that are parked there as well. Cynthia addressed this issue by stating that the county has been notified by the AP committee as well about safety concerns with cars creating blind spots and that they would be happy to investigate further. She encouraged him to fil out the proper Covenant Violation form so that the proper actions can be done.

Jaci Mach requested an update on the request for an AED to be placed in the middle neighborhood. Curtis stated he will follow up with the office to see where we are with this project.

Community Members present:

Seanna & Darren Helland 01-02-25/26

Jordan & Alexandria Boyer 01-01-01

Jaci Mach 03-15-77

Katherine Peterson 03-12-29

Treasurer Report:

Due to Andy being sick the past week the transition of treasury duties had not happened yet, so Fred presented the January financial reports.

Edward Jones CDs are still reporting close to 4% returns. Fred said that the board and Andy will need to decide if we wish to continue the annual deposit of Operating funds into the CDs. Our regular bank saving account is very low rate and we have had a good return on CDs in the past few years. We typically move \$50-75K at the beginning of the year to the CD since it is not needed for expenses until the end of the year.

Tabled and will be discussed by Fred and Andy offline to bring to March meeting.

We had \$17K in expenses in January which is in line with monthly spending.

He did not prepare a collections report for January as "everyone" owed money for assessments. February will allow for a better report to show who has not made first payments as of Jan 31st.

Jan Budget vs Actuals were all good- everything within budget

Office Manager Report:

- 1) General Office items of Note:
 - a. Bylaw letter mailed on 2/1/25
 - b. ESD audit submitted 2/7/25
 - c. Newman Audit to start this week
 - d. Legal ledgers in process for collections
 - e. 2023 Audit AJEs entered by Accountant
 - i. Additional work is being scheduled.
- 2) Pool
 - a. Pool deck repairs and painting almost complete
 - b. Shower room floors touch up painting complete
- 3) Reservation System
 - a. Starting to see people reserve for the summer
- 4) Escrows
 - a. 5 properties in Pending Escrow
 - b. 0 Escrow closures processed
 - i. 0 member onboardings completed
 - c. County Foreclosed Whales Tail property transfer confirmed with County
 - i. Will be processing new member this week
 - d. Rcvd Notice of Bank Foreclosure on a property
- 5) Liens

- a. 0 Liens issued in December
- 6) Covenant Violations
- a. 10 received in office
 - i. Office is working to get all of them processed and to AP committee
 - b. 1 CV found letter mailed to owner
 - i. Follow up needed as owner did not respond
- 7) Building Applications
- a. 0 Application received
 - b. 1 property is in process of getting their items to the county – not ready to apply for approval yet, but has been touching base with the office
 - c. Several calls fielded in office re: Airbnb requirements or if application needed for small projects i.e. solar panel installation
- 8) Scanning & Mapping
- a. Works in progress
- 9) Community Input
- a. Driftwood on the beach at West end of Driftwood Dr
 - i. Several asks for us to cut up and remove driftwood
 - b. Complaint about the ditch work ruining the birds’ habitat
 - c. Several members commented on the clubhouse and how great it looks
 - i. They have not been in the clubhouse since before Covid and are happy with improvements that have been made.
 - d. Received an email with praise for all the landscaping happening around the public areas. Many kudos for John for cleaning up invasive plants and pruning the existing trees so well.

Committee Reports:

Roads and Bluffs- Andy O Donald

Received the culvert reports from Anania. Several places need to be excavated, they scoped 4 of the basins with cameras with recommendations for fixes, also made notes of areas of ditches that need retrenched. So far has been happy with the work and the responsiveness of Anania for this project. Andy will be touching base with them to schedule the rest of the ditch work soon.

2 bids obtained for the repaving of George and submitted to the Board for review. One from Krieg and one from Anania. Recommendations made to accept the Anania bid were made by Andy. Discussion of the two companies was had by the board.

*****MOTION by Fred to accept the bid from Anania; 2nd from Kat, APPROVED Unanimously*****

In the process of discussion of the quotes it was noted that the water board has had a stop work by the county put on the work on George. This will impact our project that we originally planned for May pending

the water district work being complete. This stop-work may now delay our project. Jaci Mach, SH water commissioner apologized but stated that she could not give a timeline for work to restart. They are working with the county and their legal team currently. Work on the Guemes area is progressing in the meantime.

Andy will take this information to Anania and see if they are willing to honor their bid if we do delay. If they do have to increase, a new bid will be brought back to the board to review and vote.

Facilities –Lilya Aday Roroback

Lilya was not present, but Maria presented her report:

John was working to finish sealing pool deck last I checked in with him. Further, he has done a tremendous job trimming the hedges and trees on the side of the clubhouse—big job. He is also working on a minimal-in-scope paint touch up project on the water-facing side of the clubhouse and is working on the logistics of getting the railing refinished and painted among other things.

Also, added that the office was gathering the names of companies that work on Breakwaters and will be giving that info to committee for review.

Emergency Response Planning Committee (ERP) – Curtis Price

Our next ERP community event will be a Stop The Bleed first-aid training Sunday March 9, 1-3 pm at the clubhouse. We have 15 signed up!

Radio net update: Bruce, on George, has set up his GMRS radio with a high gain antenna which we are testing. In our February drill, Bruce did not use the antenna yet, but successfully ran the drill with his GMRS radio as "net controller" of the radio drill. Even without the new antenna, more could hear him than Jordan because of his location.

Arch and Platt- Sandra Anderson

Sandra was not present, but Cynthia gave a report. They received 12 CVs just this past week. Most are due to Junk vehicles. They are in the process of investigations and will be recommending actions soon.

Aesthetics- Lilya Aday Roraback & Tara Long

No updates, next regular meeting scheduled for April 7th 2025, 6:30PM at the clubhouse

Engage the Community – Cynthia Butler

Engage the Community Committee met on February 4th to go over Chili Cook Off.

Saturday, we had a successful event with the Chili Cook Off. Our two winners were Jackie Guyette and Kit Searle Cohn

The next event will be Sip and Paint on March 8th. I have already gotten emails of interest.

I have put together a draft of the letter of HOA concerns, to be sent to residents. We will include the bylaws and Island County Ordinances. These are for fireworks, property violation and loose dogs.

I will be including numbers to call for all, including two companies that will pick up junk cars, one will pay the owner.

If you would like to add something to the list, please let me know.

Pool – Kristin Bennett

No report as no changes for pool at this time. A meeting will need held before season to see if any topics need addressed.

Maria brought up that the pool instructor spoke with her and requested to hold group swim lessons in addition to individual lessons. She would like to hold the last 2 weeks in May in the evenings, mid-week.

TABLED-- Kristin to take to the committee to discuss and bring to board in March.

Unfinished/Old Business:

Reserve Study- Andy stated that he made a review of the study, and his only concerns were the pricing of basketball/tennis court repairs, breakwater, and paving of Driftwood Dr. He will touch base with Maria in the office to send along info to Samdal.

Bylaw Update- Mailings were mailed on February 1st to all the members containing the intro letter and the copy of bylaws with revisions.

As of 2/12/25 there had been no responses to the office.

Fred asked that the board be very careful to record within the meeting minutes in February and March:

- 1) When letters sent – 2/1/25
- 2) How many responses are received
- 3) Any actions required/taken
- 4) Record the final with the county when complete

New Business:

Harassment Policy- currently being drafted by the secretary and will email a draft copy to the board and legal prior to presenting in board meeting for adoption.

ADU Policy- Jaci Mac asked if we had a policy for the HOA. It was explained that we do not and that we would expect the owners to follow both our building application and regulation process as well as meet Island County regs/laws/permitting to be able to build one.

Adjournment of regular meeting, at 750 PM

Vote for executive session/closed board meeting if necessary – No Exec session held

Minutes Approved x As Written. _____ As approved

 Tara Long : _____ Date: 3-12-2025

SHCC Board Secretary