Scatchet Head Community Club Board of Trustees

Board Meeting Minutes

03/11/2026

Board members present: Fred Anderson, Cynthia Butler, Curtis Price, Kat Hiatt , Andy O'Donald , Kiley Ring, Tracey Warren, Michelle Woodward Absent: Sandra Anderson

Staff: Maria Reyes

Community Members present: Katherine Peterson, Jordan and Alexandra Boyer, Seanea Helland

Meeting was called to order at 6:30 PM by President Cynthia Butler

Minutes

MOTION to approve January minutes (Kat, Michelle) PASSED
MOTION to approve Feb 11 minutes (Kat, Kylie) PASSED
MOTION to approve Feb 18 minutes (Kichelle, Kat) PASSED

Community Input

Jordan passed around some ideas for radio team block captain visibility vests. Curtis will bring these up at our April ERP meeting.

President's Remarks

We are very excited about the playground and looking at the possibilities for that space.

Treasurer (Andy)

About 70% of our assesssments have been turned in, this is about 200K of 280K invoiced. This is typical for this time of year. From here on out, payments will come by payment plans. One writeoff from a foreclosure. Electronic payment is working well. Few expenses, as is typical this time of year. Pool loan is paid off.

Edward Jones CDs came due and were rolled over (these are "laddered" to maximize rates). Andy met with Carma (our accountant), auditors, and Maria to close out 2025.

Cynthia noted our ETC budget was supposed to be 2200, in quickbooks report it says 1200 but Andy confirmed the real budget number is 2200 for 2026.

Office Manager Report (Maria)

A total of 75 accounts have delinquency notices. New HOA rules we must USPS and email everyone. 20 accounts came in and either paid in full or paid up to current payment plan. One of our accounts that is going to legal is making progress. USPS Mail is taking 5 to 6 week after postmark dates, and this is causing these notices to cross in the mail. Mid-December undeliverable notices were only returned this last week(!). With that in mind Maria is not assessing late charges when caused by USPS delays. We have successfully accepting electronic payments in the office.

Sound Legal only is active on account in formal collections.

Flagpole still on hold.

Pests in attic - fortunately electrician visit found no hot wires in the affected areas. Looks like situation is improving. Danielle is working on sealing possible possible pest access locations (gaps).

Metalworker created a safety (lockable) manhole cover (installed today) over the culvert access.

Danielle has been looking at ditches, there may be some silting issues to discuss with Roads and Bluffs and develop a plan.

Roads and Bluffs (Andy)

Andy is seeking a volunteer to take over roads and bluffs so he can focus on treasurer. Maria has all the materials together at the office.

Monitoring sewer and water district issues. Need to find a geotech to do an assessment whether any action is required on George drive. (Water issues)

Facilities Committee (Fred, Michelle, Kylie)

Carpet samples are here. Group all approved "Mindful Movement" style carpet, and either Rye or Frosted Gray for tile in kitchen

Playground - need to choose on positioning. Talked to parents. Two things they mentioned they want playset and swings in the same area. Also wanted to be away from the seawall.

Kylie / Michelle - Playground option B shifted a few feet to south and west. Volleyball court will have to be moved slightly to the east. The board was comfortable with these choices. Playground will be installed in April.

Facilities is planning to ask a local contractor to look at the seawall sidewalk repair project before next meeting. Repair is needed and we want to do the most cost-effective and smartest solution.

Pool (Tracey)

Written report provided with minutes of Feb 16 meeting. We would like to see a first aid/CPR or water safety class. Education effort (posters, notices?): ocean and pool do not mix!

Next meeting is May 18, 6 pm.

Maria said pool will open May 1 - weather (temperature) dependent. Will be trying to hire pool attendants next month. Pool prep starts next week. Maria reviewed our pool calendar constraints, we do open the pool as weather (temperature) permits. Shower valve leaks must get fixed to open, Maria will be working to make that happen soon.

Pool Patio Party. Tabled for now.

Engage the Community (ETC) (Cynthia)

ETC Paint and Sip - wonderful hors d'oeuvres and wine and non-alc beverages. Was fun. Next event is March 29 11 am Easter Egg Hunt.

Arch and Plat (Sandra)

No report

Roads and Bluffs (Andy)

Current issues with Scatchet Head Sewer District is going to require that some of our new pavement at the bottom of George will be ripped up. Andy will be working with SHWD to make sure the road contractor doing the repaving does as good a job as our recent paving in that area and on the road near the old picnic area.

Emergency Response Planning (Curtis)

Successful radio drill this month, 14 participants, we have a mix of FRS and GMRS radios on the network.

February meeting was to set up block captains and hand out block captain weatherproof clipboards (purchased by SHCC) to those that are signed up with information and forms. Jaci set this up and has assigned lots to the captains we have. South Whidbey has CERT classes this year March 13-15 and Sept 11-13.

On Sunday March 8, at 2 pm, we had our spring ERP event. 22 community members met at the Clubhouse for a presentation from SHCC community member and experienced disaster responder Cindy Sinnema. Her presentation was on "Why, Who, Where, When, and How of Disaster Preparedness." Attendees were invited to take a marble home as a reminder to do one thing this time-change day to be better prepared for an emergency event.

There will be no SHCC ERP meeting on March 14. Community members are invited to use that time to do one emergency preparedness action!

Fred, Maria, and Curtis have talked about the warming room setup. We have some good ideas that aren't too expense to set up and maintain. More information to come, we hope to have a proposal to work into the 2026-7 budget.

Old Business

Maria has developed the new revised collection policy that follows WUCOIA. (See Feb 11 agenda for details).

MOTION (Trace, Michelle) to adopt new collections policy. PASSED

Executive Session:

Meeting adjourned 7:57 pm

(signature page below)

Minutes Approved _____ As Written ___EP___ As approved

_____ Date: 4/08/2026