Scatchet Head Community Club Board of Trustees

Board Meeting Minutes

08/12/2026

Board members present: Cynthia Butler, Andy O'Donnell, Curtis Price, Kiley Ring, Tracey Warren, Michelle Woodward, Bob Jensen (appointed during meeting)

Staff: Maria Reyes

Community Members present: Jordan and Alexandria Boyer, Kathryn Peterson

Meeting was called to order at 6:31 PM by President Cynthia Butler. Quorum verified.

Minutes

Approve Annual Meeting and August minutes were approved by unanimous acclamation. PASSED

Installation of Board Members

Cynthia welcomed the current board. Cynthia announced that Andy has agreed to serve one more year on the board. Bob Jensen was nominated by write-in and was unanimously welcomed to the board.

Election of Officers

Cynthia asked for any nominees, the board had no contested races so a slate was approved: President, Cynthia; Andy, Treasurer; Curtis, Secretary. This slate was unanimously approved by the board members present. (Sandra was not available to agree to serve but she will be asked to continue as Vice President at the next meeting.)

Committee Assignments

The board members agreed to these new committee assignments for the coming year:

- Facilities/Aesthetics: Kiley, Michelle
- Emergency Response Planning (ERP): Curtis
- Engage The Community (ETC): Tracey
- Pool: Cynthia
- Roads and Bluffs: Bob

Community Input

No community input was brought forward this month.

Office Manager Report (Maria)

Maria provided a written report.

We have made good strides on bringing assessments paid or into payment plans, of 17 accounts behind this year we are down to only one that will require a lien to be placed.

Maria has a call on Friday with our Geotech for advice on water and slope issues on George Drive. The fill and patch of the sinkhole on George has been completed.

The County has released a report of surface water sampling results. They did sampling on Scatchet/Sweetwater Creek that detected E. coli bacteria. The State has also been sampling the bay. Links to these reports will be placed on the SHCC web page.

The pool passed State Health Department inspection. We had had issues this summer in the pool with members exceeding the 5 guest limit, and it isn't easy to enforce. The pool committee may want to revisit the rule during the off-season. The patio is wonderful but has caused a problem with people putting on sunscreen and then swimming without showering it off first. May need signage.

Treasurer Report (Andy)

We are at 97% assessments in compliance at this time. Several of our reserve fund certificates of desposits have been rolled over for best rate. Expenses are high now, but normal amounts for this time of year and on track. We have about $

Committee Reports

Facilities Committee (Michelle, Kylie)

Bulkhead work will start after Labor Day, Blair is the contractor. This work should only take about a week, during which time we need to keep people out of the area. Blair is verifying permit requirements before work starts, since we are doing repair we don't expect to need shoreline permits. Facilities will meet to prioritize projects for last quarter in early September (Sept 8).

Emergency Response Planning (Curtis)

We had 10 community members participate in our radio drill Thu 8/6.

County has awarded us a grant for three AEDs,

19 properties have been evaluated by Whidbey Conservation District for Firewise assessment. This includes three SHCC properties and many homeowners. It's a great program and we recommend it to everyone. Many thanks to Jaci Mach for tracking this. It looks like we are on track to apply for a grant in February cycle.

Great American Shakeout is Oct 15, next time change event is Sunday Nov 1, we will have AED training.

We will next meet on Sept 12 at 10 am at the Clubhouse.

Arch and Plat (Sandra)

Two active issues. One new one concerns nuisance street parking.

Pool (Cynthia)

Nothing to report. Next meeting early September.

Engage the Community (ETC) (Cynthia)

We will hold another community garage sale on Labor Day Weekend. SHCC will put out signs and advertise on social media. Cynthia is handing off this committee to Tracey.

Roads and Bluffs (vacant, Bob next month!)

County will be laying chip seal down on Mortland and George in late August.

New Business

Cell Tower: The community has been notified that a permit process has begun for a cell tower near Scatchet Head community on a property just east of Decatur and west of Scatchet Head Road.

Community meetings will be held on the 15th (Clinton Community Hall) and 29th (Maxwelton Fire station) about the County's plans to build a new fire station near Cultus Bay Road and Deer Lake Road.

Meeting adjourned 7:24 pm.

Upcoming board meetings

Wed Sep 9, 6:30 pm – SHCC Board

All meetings are available on zoom. Link available by email from Maria.

SHCC online calendar: www.scatchetheadclub.com/community-events.html

(signature page below)

Minutes Approved _____As Written ✓ As approved

_____ Date: 9/9/26