



Minutes

Board of Trustees Scatchet Head Community Club April 12, 2023

Called to order at 630pm

Attendance:

Board: Fred Anderson, Peter Sprinz, Rachel Wright- Martinez, Kristen Bennett, Greg Gundel,
Lilya Roraback- Aday (via phone),
Absent: Beth Itaya, Jake Mead, Eric Cooper
Office Manager: Maria Reyes

Approval of Minutes:

Motion Peter, second Greg. March 8, 2023 board meeting minutes approved unanimously w/
no amendments or corrections

President remarks

Rachel welcomed the community members. Gave a thank you to Peter and the rest of the
board that attended and worked so hard on the budget for 2024 at the Budget workshop April
1st.

Community welcome

In attendance: Jordan and Drea Boyer, Berdene Saul

The community was welcomed and asked if they had any input to give. None was given.

Treasurer report

Peter presented the budget comparison report and asked if any questions. No questions from
board or community.
He is still working on arranging the review/audit of last year's books. Will most likely have
McSwain perform.

Monthly report was then reviewed with these highlights:

Cash we have section:

CDs were once again rolled over and extended with a rate of 4.95%. Additional money
from the working funds were put into CDs and will be brought back to regular account
when funds are needed. Gains since inception are at \$2,910.60
Reserves fund is continuing to grow slowly and is at 45% of full funding.

Moneys due:

84% of assessments are paid so far with 75% paid in full.

Collection efforts are continuing for those past due with emailed and mailed notices. We have been successful at putting a dozen people on payment plans.

Money we Owe:

March had \$19,917.17 paid in expenses, which is typical monthly amount

How well are we doing:

Total amount spent this year to date is \$57,080.82

Remaining budget: \$197,489.19

Committee and Project Info:

No monies spent so far this year

Past Due Accounts:

Waiting on last bit of legal items on San Juan property.

There are 7 properties with liens and >\$1500 owing. Peter will be reaching out to the legal team to decide the best course for collections.

Office manager report

- General Office items of Note:
 - Processing Assessments as they come in and working with Treasurer and the CPA to get taxes completed for 2022

- Pool
 - Pool Committee has met 5 times
 - Minutes added to Pool section of website
 - Berdene Saul is helping to review number of guests brought last year
 - pool schedule created with input from committee and treasurer and presented to the board
 - Hiring ads for attendants have been sent out
 - We have one 1 hire
 - Several inquiries, but no apps received from social media sites
 - Solicitation of swim instructor has begun
 - Have been playing phone tag and no progress made with confirming her

- Reservation System
 - New Policy and forms have been rolled out.
 - Paper forms replaced
 - Website updated

- Escrows
 - 2 properties in Pending Escrow
 - 1 new member processed in March

- Liens
 - 2 Liens released in March
- Covenant Violations
 - 0 Covenant violation forms received
- Building Application
 - 0 Application received/ approved
- Scanning
 - Work in progress
- Community Input
 - Online payments are a frequent request
- Websites/ Social Media
 - Website Usage
 - 166 Unique visits for the previous month
 - 462 Page View w/ 3 pages per unique visit
 - Facebook page Usage
 - 242 Followers (Main) / 102 (Pool Page)
 - 119 people reached / 43 (Pool page)
 - 23 Engagement /2 (Pool page)
 - NextDoor
 - Nothing to report

Committee reports

Emergency Planning

Home Emergency/Disaster Preparedness training was held at the clubhouse March 12 with 20+ people attending. We had a baked potato bar as well and enjoyed discussing emergency planning in addition to presenting planning information to the group and noting the upcoming CERT training course in May. We had a number of home emergency kit door prizes that were given away including water & fireproof document bags, emergency radio, water filter, and phone chargers.

The committee is focusing it's effort for the next few months on identifying block captains to work with each neighborhood.

Arch and Plat

No report, there has been no updates since last month and no new reports have come to the office. There is one member that has reached out and is wanting to build but they have not sent info to county yet. Once they have county approval they can submit to A&P.

Facilities

Progressing toward a resolution concerning the back patio adjacent to the swimming pool. This has been a long-term negotiation and discussion. Jerry and Greg are discussing some coordination of cement deliveries with other smaller project(s) and if the board moves forward with the patio, will begin construction. Lilya will ask the contractor for a line item in the bid for the concrete work. Bid will be discussed this month and hopefully presented to the board next month.

Other than that, just modest maintenance in the clubhouse.

Road and bluffs

Jake was not in attendance but sent the following report:

- Willow rounds of wood to be removed next time a machine is available
- Tree planting completed
- Ditch work and catch basin work will be in June or July
- Working on a new Hill Slide Action Plan

Comment from Greg that he will follow up with Jake regarding the ditch work because Jerry has recommended doing now rather than in June due to better conditions with regards to blackberry bushes.

Aesthetics

The Aesthetics Committee is working in conjunction with the Facilities Committee to finalize the proposal for the back patio project. There were no further discussions on Clubhouse flooring as we are attempting to space projects out for budget purposes.

Engage the Community

No report given. Request that Rachel follow up with committee chair about 3rd of July planning.

Documents

No report as no changes since last month and no new items.

Pool Committee

Provided under the manager's reports

Old business

No old business on agenda

New business

2024 Budget – Treasurer, Peter

Peter presented the proposed budget that was worked on April 1st at the workshop. Recognizing that due to many supplies and services having increased there was a \$30K deficit that needed to be addressed. He went through the proposed measures that had been brought forward to bridge the deficit gap: Slight increase to the yearly assessment and using the interest from CDs to bring in additional revenue. Peter made motion to approve the budget as created for presentation to the community for vote. Greg seconded. Approved unanimously.

RV/trailer camping by owners on vacant lots – Facilities, Greg

Greg had a conversation with the Code Enforcement Officer at the county, Mike Beech. The recently passed SHCC camping permit policy resolution goes against county code. SHCC temporary camping permit was created in response to a presumed change in county code. Mr. Beech has confirmed the code has not changed and will not in the near future: Camping of any kind is not permitted per Island County codes except in approved campgrounds. Greg’s recommendation was to revoke the resolution since our bylaws state we follow county codes. Greg motioned to revoke; Peter seconded. Passed unanimously.

Clubhouse Window- President, Rachel

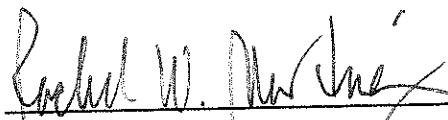
It was noted by Rachel that several community members had asked her about the window because it has condensation, and the seal is broken. Greg let her know that a bid had been solicited and approved to replace the window as it cannot be resealed. Work is expected to be completed in the next 4-6 weeks.

Executive session (as needed)

The board went into executive session at 655pm.

Adjournment at 715pm

Minutes Approved _____ As Written. _____ As approved

 Date: 05/10/2023

Rachel Wright- Martinez, President

