



Scatchet Head Community Club

Board Meeting

December 14, 2022

Called to Order at 630PM

Attendance:

Board:

In attendance: Rachel Martinez, Peter Sprinz, Kristin Bennett, Greg Gundel, Jake Mead, Lilya Aday, Eric Cooper

Excused: Fred Anderson

Absent: Beth Itaya

Office Manager:

Maria Reyes

Community Members:

Jill Lipoti, Kathy Peterson

Approval of November 9th Board meeting Minutes:

Motion by Peter, second by Jake, approved unanimously

President Remarks:

Rachel made remarks about the close of the year coming and being thankful for the board and the community. She made mention of a recent break-in to the sheds on the clubhouse grounds with many small landscaping tools stolen.

She announced that she would like to nominate Eric Cooper to the board to fill the vacancy left by Pat Baird's resignation in October. Kristin seconded the nomination. Eric accepted the nomination and joined the board at the table.

Community welcome:

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

Jill Lipoti made remarks about the recent spotlight that has been put on the bluff systems and the workshop that was offered this past fall. She questioned if this attention was setting unfair expectations that work needed to be performed but could not be due to budget restraints.



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Road and Bluffs:

Bluff drainage project

- P.S. provided maps and detailed locations of previous catch water systems placed on bluff.

Other:

- Research ditch drainage cut sheets for Contractors
- Willow rounds of wood to be removed next time a machine is available
- New Cover made for drain catch basin
- Installed new cover
- T's have been received and will be installed in January to the bulkhead drains

Aesthetics:

Nothing new to report for Aesthetics

Engage the Community:

No report received, Beth not in attendance.

Emergency Response Plan (ERP):

The community event to discuss emergency planning was postponed due to a windstorm and was held Sunday, November 13. Twenty community members attended plus committee members. Island County Emergency Planning Director, Kristina Casper, made a presentation via Zoom on expected issues we are most likely to see at Scatchet Head for various disaster scenarios. She also added us to the list of communities that would be interested in a Tsunami warning station in our community. The next time funding is available they will request funding for the station. Cindi Sinnema presented recommendations on what to include in a home disaster preparedness kit and Rachel Martinez presented information on SHCC plans to play an active role in emergency planning for the community.

A number of basic questions related to the presentations were asked and answered. Several additional questions were asked on various subjects including: how debris removal from the roads would happen should a slide occur, snow removal from George Drive after a snowstorm, water system plans if there is a disaster, communications during and after a disaster, use of the community center for shelter if there is a disaster. It was communicated that a number of these items would be addressed by the committee and that we were just beginning committee meetings for emergency planning.

The committee will schedule monthly meetings regularly after the first of the year and try to meet in December assuming we can find a date that works for members during the Holiday season.



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Lilya addressed the concern and stated that the focus of the information and education is to bring resources to the community members so that they might know what they can personally do on their own lots to help mitigate bluff erosion.

Jill then asked for a report of what is being done by the Club with regards to the funnel systems. She wondered at what has been done towards cleaning the culverts and if a plan had been developed with which sections are being cleaned and maintained and when. She noted that there is no plan that she is aware of given by the board. Jake noted that there is a plan that is being developed and discussed at this time, but it is not ready for public discussion yet.

Kathy asked when the pool committee would be convening. Rachel noted that it would be starting after the new year, and this will be announced again in the newsletter and minutes to members. Volunteers are still needed.

Treasurer Report:

Peter presented the budget comparison report and stated that the same reasons for budget overruns in October were seen in November: Many supplies and services have increased significantly in price this year and we had higher legal fees as we cleaned up past due accounts. No questions re: the budget comparison.

Continued with the financial overview noting that we had a delinquent account that was brought current in October, recouping all legal fees. This was great news! The number of delinquent accounts has been decreasing, and as Greg interjected this is due to Peter's hard work. We are at 98% collection rate for invoices. The balance on operational accounts is \$114K. The reserve fund is at \$227K which is 41% of the recommended full funding. We are due \$95K from delinquent accounts. We owe \$47K on our loan. There is \$35K left in the budget to date. Several of the CDs opened this fall matured and were then extended in short term accounts since the rates are favorable and risks are low. There was discussion from Greg to ask if the Club couldn't invest some of the monies into longer term CDs for even higher rates. No actions were recommended from the discussion.

Peter ended with a call for items for 2024 budget as work will begin for building the proposed budget. He asked that all committee members that ask for a budget be able to list their projects and not to expect that they will just receive the same funding as previous years. They need to justify their asks.

Office Manager Report:

Maria reported that she now has her Notary commission and will update the newsletters and website to tell members. Assessments are prepped and to be mailed towards the end of December. A new reservation form, inventory list, proposed Fee structure, and reformatted Policy and procedure was sent to the document committee to edit and review. Once ready it will be brought to the board for approval



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of use. Small updates have been started in the clubhouse, including refreshing the game table supplies, replacing ping pong paddles, and creating a cleaning supply caddy for members to use when renting the clubhouse.

No new escrows, no liens created, 1 lien was released, no covenant violations received, 1 building application was received.

Scanning and archiving is in the works and 1/3 of all meeting minutes from 1984-2003 are now electronic. Work will continue with a hope for completion in February.

Arch and Plat:

Closed some complaints due to not receiving written report regarding issue (only phone calls with no written follow up)

Submitted building plans are under review.

Thank you to Peter, who helped to checked on two complaints to see if either of them had been addressed. One was resolved and the other is not able to be confirmed so will likely be dismissed.

Kristin plana on submitting information to future newsletters around various A&P issues that have come up for example:

- How to let us know about any issues
- How to get rid of car neighbor is complaining about

Facilities:

- Jerry repaired the exterior portion of the waterside clubhouse roof beam that had rot issues. This repair in lieu of replacement was very cost effective.
- Time was devoted to swimming pool Bathroom's painting and floor repair. Yearly maintenance will reduce long term big project expenses it is felt.
- General touch up painting in the clubhouse is being done.
- Jerry continues to work on the work sheds, organizing them and preparing for roof replacement.
- Miscellaneous plumbing and electrical work in the clubhouse was done.

As noted at start of meeting, the sheds were burglarized recently. Multiple landscaping tools were taken. A police report was made, and insurance was notified. Maria and Jerry to complete the Property Report. Jake asked if there are items that Jerry needs immediately for his work to continue, it was not felt that it was imminent since many items are for summer maintenance.



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No discussion was had as Fred was not in attendance.

Documents:

Community documents are completed.

Committee has been asked by the office manager if they will be willing to review and edit any documents created for the business office. Also, if they will review the current policies for opportunities to update any outdated information. The committee is considering this request.

Old Business:

The RV/Trailer Camping by owners on vacant lots document was submitted by Greg. Discussion was had whether it should be considered for a bylaw amendment or introduced as a rule. It was felt that it could be submitted as a motion for resolution to update rules, not bylaw, at the January meeting. Maria to assign the Resolution number for Greg; per Eric's guidance, this will be a 2023 number rather than 2022. Some discussion was had as to the length of time Island County allows for RV occupancy during construction. No further discussion was had on the content of Greg's document.

The fence and patio project has not had much movement. A fencing person met with Peter this past month to review the area. A full report is hoped to be brought next month by Greg and Lilya.

Greg asked for a reconsideration of the bathroom doorbells. He felt there is no need to put doorbells. Discussion was had to the benefit of having a lock which reads vacant/occupied placed on the outside doors of each. If a person desired complete privacy, they could lock the outside door and create a "single use" environment. If they do not, bathrooms may be used as community rooms as they were in the past. Peter moved that locks be placed. Greg seconded. Approved unanimously.

Pool Committee start was addressed at the start of meeting during community time.

Bench at west end of Driftwood was again tabled due to Beth not in attendance.

New Business:

Secretary appointment. Rachel asked for volunteers for the vacant secretary position. Eric voiced a desire to be considered. Rachel moved for Eric to be Secretary. Peter seconded. Approved unanimously.

New building Request Blakely Lot 01-01-10 addressed during the AP report. It was noted by Peter that this is Kristin's first review, and she has been having help from a committee. First look at the plans things look to be in good order. Just a few items more need reviewed.



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Additional Business:

No new items brought up.

Executive Session (as needed):

Executive Session was entered into at 719PM to review past due accounts.

Adjournment of regular meeting at 715pm

Minutes approved as ✓ Written, _____ as amended

 _____ Date 1/11/2023

Eric Cooper, SHCC Secretary