

Scatchet Head Community Club

Board Meeting Notes

December 13, 2023

Meeting was called to order at 6:30 pm by Vice-President Tara Long

Attendance:

Board members in attendance:

Fred Anderson, Lilya Roraback, Andy O'Donald, Kristin Bennet, Sandra Anderson, Rachel Martinez, Greg Gundel. Absent: Jake Mead

Office Manager:

Maria Reyes

Community Members:

Alexandria Boyer, Jordan Boyer, Katherine Peterson, Lori Reiter, Jaci Mach

Approval of November 8, 2023 Board meeting Minutes:

Motion by Rachel, second by Andy, approved unanimously

Opening remarks and Community welcome:

Vice-President Tara Long opened the meeting as President Jake Mead was excused from attendance. Tara welcomed community members and asked them if they had any input/remarks. None were stated.

Treasurer report – Fred

- Fred shared the Accounts Receivable, Budget Comparison, and the year-to-date budget comparison to actual expenses.
- CD's will come due last few days of December. We will renew and add to CD's as funds become available from assessments and accrued reserve funds.
- Assessment letters to be sent to community members. Payment plans are available to residents who need additional time.
- Need to be working on getting plans in place for reserve spending - apartment refurbishment and George Drive repaving will be the most challenging.
- Operations total cash = \$151 k
- Reserve total = \$282 k (51.9%)
 - 3-year Moving Avg Full Funding \$543 k (2023-25)
- Fred brought up the need to make a journal entry to make an accounting adjustment to clean up an old problem on QuickBooks. The accountants agree and recommend we fix

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it. If it is not corrected by the end of the year, it will carry over and not get fixed until 2024. Rachel moved that we make the adjustment, Tara seconded – the motion was passed.

Office manager report – Maria

- General Office items of Note:
 - a. Assessments! They were the focus this past month
 - b. New account referred to Legal due to probate process
 - c. Garden planters being repainted
 - d. Pool Cues and Ping Pong Net replaced in Clubhouse
- Pool
 - a. Need to meet with Aesthetics to review pool furniture
 - b. Worked with Jerry to schedule Ken's Pool to come on site
- Reservation System
 - a. December is one of the busiest months this year
- Escrows
 - a. 1 confirmed (and 2? in the works) properties in Pending Escrow
 - b. 2 new member(s) processed in November/December
 - c. 1 new rental members in process0000
- Liens
 - a. 0 Lien to Release
 - b. 2 Notices of impending Lien
- Covenant Violations
 - a. 0 Covenant violation forms received
- Building Applications
 - a. 0 Application received/ approved
- Scanning; Mapping
 - a. Works in progress
- Community Input
 - a. N/a
- Websites/ Social Media
 - a. Website Usage
 - i. 179 (-26%) Unique visits for the previous month
 - ii. 457 (-21%) Page View w/ 2.6 pages per unique visit
 - iii. Most people are using it for the reservation system
 - b. Facebook page Usage
 - i. 266 (+0) Followers (Main) / 108 (+0) (Pool Page)
 - ii. 571 (-42%) people reached / 252 (+77%) (Pool page)

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- iii. 291 (-21%) Engagement / 203 (+341%) (Pool page)
 - iv. less posting was done this past month on main page, pool page was used to access the resident's page so it is getting more engagement via the shared posts.
- c. NextDoor
- i. Nothing to report

Emergency Planning Committee Report: Fred

The committee planned and held a community emergency home preparedness training event at the clubhouse on Sunday November 5. There was a short social time with taco bar, deserts and refreshments followed by a presentation on types of disasters we might expect in the Scatchet Head community and what we can do to prepare for them and the possibly several weeks of time until emergency crews can make it to our community. A number of emergency kit items were given out as door prizes including first aid kit, emergency radio, water filtering devices, waterproof/fireproof document bags, etc.

Arch & Plats – Rachel/Jake:

There were no new complaints received this month.

Facilities – Greg:

1. Old outdoor clubhouse Christmas lights were replaced and installed.
2. Christmas tree was put up in clubhouse.
3. Rotten siding between clubhouse apartment and clubhouse was replaced.
4. Used scaffolding was purchased, at a price below the cost of a one time rental, for use in gable repair on swimming pool.
5. Ken's Pools was contacted to visit and give SHCC an analysis of the state of internal pool siding and bottom. This may become a maintenance issue. Also they will provide a quote on an automatic chlorine unit.
6. Jerry is repairing the woman's shower rom floor which has recently been peeling.

Arch & Plats – Andy

- After the 2009 Slide the board brought in consultants who recommended a rock buttress and a solder pile wall. Going down into the ravine to discourage slides and to fortify the road. We are not sure this work was done. Reaching out to Associated Earth Sciences (AES) Bruce is still at AES and he was involved previously, and also contacting Whidbey Geological to see if we need any remediation as a first step. If we do work we may need permits from the county.

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Engage the Community – Tara:

November 2023:

- Sunday the 19th – Paint and Sip - Pumpkins and Sunflowers
 - Treats \$25.00 per person, limit of 10 people
 - We had 9 participants, and it was a lot of fun – will plan to do this again
- November 29th – Tree Decorating/Letters to Santa/ Hot Cocoa; Cookies
 - We had one participant (Mom and Daughter)

December 2023:

- Charcuterie class – Dec 6 th Cancelled due to not enough participants – will try to reschedule in spring if enough interest.
- Toy Drive – Readiness to Learn – donations needed to be in by 12-14
- House Decorating Contest

January 2024:

- Start monthly game/potluck nights – Saturday 4 pm 27 the Last Saturday of each month?

February 2024:

- Bunco Night

April 2024:

- Neighborhood Walk?

June 2024:

- Beach Walk?

July 2024:

- 3rd of July Celebration
 - BBQ
 - Hot dogs/beer/soda/chips
 - Fireworks

October 2024

- Community Halloween Party

Pool Committee – Kristin:

No meeting this month

Aesthetics Committee – Lilya

- Will be covered under old business

Old Business:

- Water board update – project is a moving target. It was asked if it could be completed by summer and Jaci Mach stated it would not. The paving of

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George needs to be in coordination with the water board. Will do underground trenching on George.

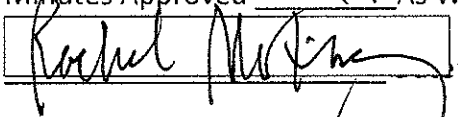
- 2024 Project Plans – Jerry’s apartment is the number one priority. He has been there for 20 years.
- Playground – Cedarworks provides an attractive and economical solution. Maria will email the pictures and information to the board members. Metal playgrounds is about \$150k, Cedarworks is more in the neighborhood of \$30k
- Reserve sturdy lists all the projects and timelines for them.
- Policy clarification on dues and penalties are being worked on as well as the employee handbook.
- Patio project – timing and completion – Lilya went back to the contractor and the price was lowered. Maria asked for a purchase order.
- Replacing Jerry may require additional incidental expenses which we should be prepared for. Jerry has wide abilities (electrical, carpentry, mechanical, groundskeeping, etc.) that a new hire may not possess, or may take time to develop.

New Business:

- No new business for the general meeting

Adjournment of regular meeting at 7:40pm

Minutes Approved X As Written. X As approved

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SHCC Board Secretary 