

August 10, 2022
Board Meeting Minutes
Scatchet Head Community Club

Call to order / attendance – Mary Beth Schoeler / Pat Baird

The meeting was called to order by President Mary Beth Schoeler at 6:34 p.m. Members present were Peter Sprinz, Pat Baird, Beth Itaya, Greg Gundel, Rachel Martinez, Fred Anderson and Lilya Roraback. Jake Mead and Kristin Bennett joined by phone, but dropped on and off the call throughout the meeting due to a poor connection.

Mary Beth welcomed to the meeting community members Alfred Aday, Jordan and Dria Boyer, Jaci Mach, and Edward “Duffy” Schoeler. Maria Reyes attended as the community’s new office manager/bookkeeper, who will start on August 15.

Approval of minutes from the July 13 regular meeting and August 6 annual meeting – Mary Beth Schoeler

Peter moved and Greg seconded a motion to approve the draft minutes from the July board meeting; approval of the minutes was unanimous. Peter moved and Lilya seconded a motion to approve the draft minutes from the annual meeting held, and those were present at that meeting (Mary Beth, Peter, Greg and Lilya) approved the minutes as submitted.

Election of 2022-2023 board president – Peter Sprinz

Mary Beth joined the group of members attending the meeting, and Peter presided over the nominations for and election of board president. Peter nominated and Pat seconded the nomination of Rachel for president, which Rachel accepted. Rachel nominated and Peter seconded the nomination of Jake for president, which Jake accepted. Peter and Pat counted ballots, and the first count resulted in a tie. A second vote was held, resulting in Rachel being elected.

Community input – Rachel Martinez

Rachel presided over member and guest introductions and input. As a member of the Garden Club, Jaci requested that a board liaison to the club be appointed to take the place of Tara Long, who is no long on the board; Lilya volunteered to fill that vacancy. Dria thanked the Garden Club for planting the rhododendron at the entry to the community.

Jaci also expressed the importance of the board establishing a community emergency response plan (ERP) that complements the Scatchet Head Water District ERP. Jordan explained the need for an ERP committee established by the board and comprised of community members. Fred volunteered to chair the new ERP committee. Lilya mentioned that about two years ago the county had a limited number of tsunami sirens dedicated to the South Whidbey area and that

the committee might consider whether the community could benefit from installation of such a siren, should one still be available.

Election of 2022-2023 board officers – Rachel Martinez

Peter nominated and Pat seconded the nomination of Greg for vice-present; Pat nominated and Greg seconded the nomination of Peter for treasurer; and Lilya nominated and Peter seconded the nomination of Pat for secretary. All were unanimously elected to their respective positions.

Treasurer report – Peter Sprinz

Peter presented an overview of the format in which monthly financial information is presented at board meetings. Key components of the monthly financials are the year- and month-to-date budget comparison; balance sheet showing cash on hand, accounts receivable and accounts payable, and balance available for maintenance and improvement capital expenditures.

Peter explained that the state-mandated reserve study determines the timing and total cash estimated to fund listed capital projects through the reserve fund. Unanticipated and emergency capital repairs are also funded by the reserve account. The current total to pay for all listed projects is estimated at \$554,000. Although not mandated, the board would like to keep available 50 percent of the capital project total. Due to unanticipated repairs made over the last two years, the fund is currently at \$215,000 or 39 percent of reserve study costs. Peter asked that specific questions concerning the reserve study and expenditures from the reserve fund be covered during executive session.

Regarding year-to-date accounts receivable, Peter reported that \$218,000, or 94 percent of assessments, has been collected. Total collected in assessments, fines, penalties and fees was \$231,000, or 93 percent of total owed. Expenditures are at 50 percent of the year-to-date budget. Peter stated that most of the cash on hand is held in a certificate of deposit with a local bank. He proposed that the board move those funds to a CD at a higher current interest rate of 2.5 percent. The board, by consensus, agreed with the proposal.

Past-due assessment reminder letters will be mailed this month to owners of 10 lots as a final chance to prevent a lien being filed against their properties.

Committee reports

Arch and Plat

As past chair of the committee, Mary Beth reported on the status of ongoing compliance issues. She also stated that the Arch and Plat committee is the only permanent committee of the board; a committee chair will be appointed at the next meeting.

Regarding the San Juan property, litigation to obtain title to the trailer within the building continues. If action is not taken by the owners, a hearing will be held in September, hopefully resulting in a ruling by the judge in favor of SHCC's claim.

The property owner with two covenant violations has received assistance from board members to help resolve the non-compliance issues.

The 2022 assessments for the Harper property and two other lots owned by the same community member has been paid in full, but fines for RV use as a residence and keeping chickens are still past due. Peter will negotiate on the RV occupancy fines due to Island County's current non-enforcement and impending legalization of residency in trailers, RVs, etc. However, the fines for the other covenant violation will still be considered payable in full.

The property owner of the house at the corner of Hat and San Juan streets has not yet responded to the committee's letter regarding a new complaint.

Facilities

Due to Jerry's downtime with COVID-19, fewer projects were completed in July. Pressure washing of areas around the clubhouse was completed, and a new barbecue stand at the picnic table on the lawn between the clubhouse and boat ramp was installed.

Greg opened discussion regarding the plan to replace the fence and create a patio at the south end of the pool. Lilya researched some design ideas that would be meet code and would have a compliant pool/barrier fence with a self-closing/locking gate. Greg and Lilya will get together and coordinate a presentation of materials, costs, and timelines for the proposed designs. As the current patio is not up to code, this is a priority item that the board would like completed this fall.

Roads and Bluffs

Jake is still in the process of gathering bids for the drainage project. He reiterated that the project will be coordinated with Scatchet Head Water District's new water pipe project if at all possible. Peter will meet with Jake on Friday to survey the broken drainage pipe that crosses a private lot on Driftwood Drive. A reply to the property owner's email will follow their evaluation.

A number of emails from property owners continue to be received regarding bluff erosion and landslide abatement. Since the board does not have the expertise to address bluff property owner questions and concerns, Jake will invite Scott Palmer, the geo-tech consultant who conducted the drainage and topographical review last year, to conduct a workshop on a Saturday morning in October. A specific day and time will be announced soon.

Peter commented that when a slide occurs, it is difficult, if not impossible, to identify from which property the slide originated. The correct version of the June 8 board meeting minutes, which did not mention anything about street cleanup within the community, will be emailed to members when the approved July 13 board and August 6 annual meeting minutes plus the August newsletter are sent out.

Discussion ensued regarding the types of bare root fruit trees to purchase for planting in the fall. After hearing from member Alfred Aday about how cherry trees require a lot of work and still fail to provide much fruit, consensus was to purchase plum, pear and apples trees. Jake will place flags where each tree will be planted at the corner Driftwood and George.

At the close of his report, Jake volunteered to remain chair of the Roads and Bluffs Committee. Greg will also retain his position as chair of the Facilities Committee.

Documents

Mary Beth will continue to help lend her long-term community knowledge to continuing the task of organizing SHCC documentation.

Aesthetics

Beth reported that the committee will have clubhouse flooring samples and the design binder of color samples, styles and suitable materials available for review soon.

Engage the Community

Beth is looking forward to working with two enthusiastic residents in planning events for the community. The traditional activities are no longer well attended, and those who attended the annual meeting expressed a preference for adult get-togethers. Beth will explore winetasting options and other types of evening events. Pat will promote in the next newsletter the idea of community members forming clubs, which Mary Beth suggested at the annual meeting.

Since both Beth and Lilya have been working on aesthetics, Lilya will chair the Aesthetics Committee with help from Beth, and Beth will chair the Engage the Community Committee.

Old business

At Peter's request, the board unanimously voted in favor of granting easement access to Scatchet Head Water District for the water pipe project along Driftwood and George Drives.

Due to an island housing shortage, the county is considering a change in its definition of acceptable residences; i.e., allowing people to reside in RVs, fifth-wheels, trailers and tents. The board had previously discussed allowing owners of vacant lots to camp for a limited amount of time on their properties. Greg recommended that SHCC determine its own policies regarding temporary residences and camping. He will review and propose necessary revisions to association bylaws and/or covenants that will allow the association to determine its own regulations regarding the use of RVs, etc. as temporary recreational shelters or a short-term dwellings within the community.

New business

Rachel brought to the attention of the board that key card access to the pool is not vetted against receipt of a signed pool use acceptance of responsibilities and waiver of liability form.

The pool sign-in sheet includes a shortened version of the acceptance and waiver, but is easily overlooked when people are eager to get into the pool.

Unless the pool is manually locked, anyone with a key card can enter the pool area when the pool is unoccupied and unattended, especially during lap swim times. Lap swimmers are not always present during their designated times and are required to have another person present when in the pool as a safety precaution.

Peter volunteered to review the key card system software to see if these safety and security concerns can be addressed.

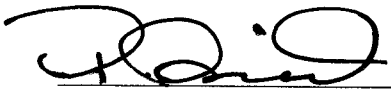
Executive session

The board opened executive session at 8:20 p.m.

Adjournment

With no further business remaining, Rachel adjourned the meeting at 8:32 p.m.

Minutes are approved ✓ as written or _____ as amended.



Pat Baird, Secretary

9/14/2022
Date

