



Scatchet Head Community Club Board Meeting Notes January 10, 2024

Due to potential inclement weather, the meeting was conducted using Zoom and also in person at the clubhouse.

Meeting was called to order at 6:30 pm by President Jake Mead.

Attendance:

Board members in attendance on Zoom:

Jake Mead, Greg Gundel, Rachel Martinez

Board members in attendance in person:

Fred Anderson, Kristin Bennet, Sandra Anderson.

Absent: Lilya Roraback, Andy O'Donald

Office Manager:

Maria Reyes

Community Members:

Jordan Boyer, Curtis Price, Tavier Lee (all on Zoom)

Approval of December 13, 2023 Board meeting Minutes:

Motion by Fred, second by Kristin, approved unanimously

Opening remarks and Community welcome:

President Jake Mead 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.
- Financial Summary – both operating funds and reserve funds totaling \$433k, 151k in Operations, 282k in Reserves
- No CD's currently as they came due on the last few days of the month+. Could not get it reinvested in December but did get it reinvested in January.
- Money we owe – slightly higher due to legal fees
- Over budget by 20k of which 15k was a planned expense for a trailer removal.
- Whenever we write a check from Operations to Reserve the system automatically populates a transaction that puts it out of balance. Working with the accountant to rectify this.



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- Account balances are close to budget.
- Bad Dept expenses - 15k backed out for administrative expenses.

Office manager report – Maria

- General Office items of Note:
 - a. Assessments - received 71 full payments to date – so we are off to a good start.
 - b. Working with the accountants to get the W-2s and 1099's out.
 - c. Reservations were very busy in December.
 - d. Two properties in escrow
 - e. Surveys are coming in, mostly positive. Preparing a report to summarize the results. Feedback both in surveys and on the phone about Office Hours. People are unsure of when the office is open. Rachel commented that a community member stated they thought a more visible “open” sign (perhaps neon, which are not pricey) would be beneficial as the current one is often hard to see.
- f. Jerry wanted Maria to convey his thanks to the board for the holiday gift. He is looking forward to retiring.

Roads and Bluffs: Andy

No updates

Arch & Plats – Rachel/Jake:

There were no new complaints received this month.

Facilities – Greg

- Ken's pool came to review the pool and the filter system. We had a productive meeting and I am waiting on a few quotes and write ups about the issues we discussed:
- Pool resurfacing—they don't think we need to do this year but will most likely need in the next 2 years.
- Cleaning and checkup of our filter system
- Auto-chlorinator vs a saltwater pool system – metal in the pool would determine if saltwater is possible.
- Written professional opinion of the use of the heat pump in colder winter months
- Vacuum cleaner robot recommendation The camera system is getting reviewed.
- Additional cameras are being added
- Current cameras are being repositioned to capture more areas
- Wires in the main office are now hidden from view behind a cabinet door built by Jerry
- Work on the grading of totem park and some of the landscaping around the creek was completed



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Jerry is recommending:

- a professional clean of the carpets after this holiday season use
- Obtain quote for tree clean up - Evergreen trees is coming for a free estimate next week
- Obtain quote for doing a cut back of the blackberries along the bluff in front of the clubhouse
- Tractor received a tune up and mini overhaul last week
- Women's shower floor painting is in progress. Will have to clarify if a coat of paint will be put over all floors in bathrooms and hallway as they could use it
- Flower barrels are being refurbished by me with Jerry's support

Jake's offer – Jake brought up that we have previously discussed obtaining a generator for the facilities to use when/if the power goes out. He said he has a Honda 7000 diesel generator that is very nice – it is on wheels. Has an auto start. Jake generously stated he will donate it to the clubhouse for free.

Emergency Planning Committee Report: Fred

There was no official activity to report for the Emergency Preparedness Planning Committee for December. Aside from collecting a few supplies and a call or two with Island County Emergency Planning we took the month off for the holidays!

Engage the Community – Tara:

PAST:

Toy Drive – Readiness to Learn – Thank you to everyone that donated.

December 2023:

Holiday House Decorating Contest Winners:

- 1st - 7925 Mortland
- 2nd - 7863 Mortland
- 3rd - 7874 Blakely

Honorable Mentions

- 7875 San Juan-1
- 3704 Driftwood-1
- 3753 Mitford -1
- 3665 Harper -1

UPCOMING/HAPPENING NOW:

January 2024:

Game night – Saturday, January 27th 5pm
Based on interest this could be a monthly recurring event

February 2024:

Bunco Night?

April 2024:

Neighborhood Walk?
Paint and sip?



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May 2024:

Start of Pool Season – Kickoff Event?

June 2024:

Beach Walk?

July 2024:

3rd or July Celebration

BBQ, fireworks

Hot dogs/beer/soda/bag of chips

Fireworks

October 2024

Community Halloween Party

December 2024

Wreath making

Pool Committee – Kristin:

No meeting this month

Aesthetics Committee – Lilya

No updates

Maria is still waiting for a purchase order

Old Business:

Nothing on the agenda

New Business:

- Jake said a community member contacted him about shifting the roles of Office Manager and Facilities Superintendent to outsourced services. They also suggested renting out the caretaker residence as an Air B&B. Jake is drafting a response but will send the draft to the board for input, so it comes from all board members.
- Maria has received several inquiries about the job posting, but no applications yet.
- Jerry’s going away party – need to nail down a date. He is still not firm on when his last day will be.

Adjournment of regular meeting, at 7:06pm

Minutes Approved _____ As Written. _____ As approved

Date: _____

SHCC Board Secretary