

February 9, 2022
Board Meeting Minutes
Scatchet Head Community Club

Call to order / attendance – Mary Beth Schoeler

The meeting was held via Zoom due to COVID concerns and called to order by President Mary Beth Schoeler at 6:34 p.m. In attendance were board members Tara Long, Peter Sprinz, Pat Baird, Beth Itaya, Greg Gundel, Will Sperling, Rachel Martinez and Jake Mead.

Approval of minutes from the last meeting – Mary Beth Schoeler

Tara moved and Will seconded a motion to approve the minutes from the January 12, 2022 board meeting. Approval of the minutes as written was unanimous.

President remarks

Mary Beth reported that past board member Steve Hochenendel completed the wiring of security cameras around the clubhouse and set up the system software.

Community input

Mary Beth welcomed community members Jordan Boyer and Bexar O’Riley to the meeting, neither of whom had any input.

Treasurer report – Peter Sprinz

Peter presented preliminary financial information for the month ending January 31, 2022, the reconciled report for which will be emailed to board members before the next meeting.

Assessment payments received in January totaled approximately \$136,000, about the same amount collected in January of 2021. Residents in default will be advised via mail that applicable late fees and interest rates plus the full assessment amount is due in full by March 31.

Peter will use 2022 budget figures to set committee budgets for the 2023 fiscal year, unless he hears otherwise from the committee chairs. After researching other options, the expired CDs were renewed with Heritage Bank, which offered the highest interest rates.

Office manager report – Raven O’Riley

Regular office hours have resumed. Two escrows are pending; two others were completed in January. The time-consuming processing of assessments payments and default notices has

commenced. QuickBooks is being updated, and work on SHCC's 2021 tax return starts soon. Scanning of old paper documents continues as time allows.

Committee reports

Arch and Plat

Jake announced that Mary Beth, with assistance from Pat, has assumed responsibility for the committee. He submitted an updated violation report form, which may be submitted via email. The office has space on the revised form to provide information about the property in question to streamline the process for the committee chair. More certified letters to covenant violators will be sent and include information about the new fee schedule.

Roads and Bluffs

Ditch clean-up from the blackberry trimming is nearly complete, and the board thanked Jake for volunteering his crew for this work.

The willow trees at the corner of George and Driftwood will be removed on March 1, with Jake and Peter supervising the work. A reminder about the tree removal and possible availability to members of log rounds will be published in the February newsletter. Planting new trees this spring was proposed.

Maps of the bluff drains and catch-water system have been located, and many of the drains can be re-used. The letter to bluff residents about the upcoming drainage restoration and/or relocation work is still under review.

Facilities

Greg reported that the broken clubhouse connection pipe to the septic system has been replaced, and Jake volunteered to work with Jerry to secure the unpaved area until paving can be completed.

Jerry is working on replacement of the men's restroom fixtures along with inside maintenance projects. Spring projects include replacing shed roofing along with seasonal grounds and facilities maintenance.

Cameras

Prior to the meeting, Rachel emailed the camera policy and incident form approved by the board at its last meeting. She advised that all cameras are operational, except the one for the barbeque still needs to be wired. Footage is recorded and stored over a continuous 30-day span. A notice about the use and purpose of the cameras will be published in the

February newsletter. Raven will maintain copies of the policy, incident report form and video report log in the office.

Documents

With the camera project completed, Rachel can now dedicate more time to continue organization of SHCC articles, bylaws and other documents.

Engage the Community

Tara advised that the rock painting event planned for March is still pending, and the committee will meet to plan the April virtual neighborhood 5K walk. She requested that all board members help with the July fireworks celebration on July 3. Community member assistance is also needed.

Aesthetics

Beth reported that she and Lilya will meet with Greg, as facilities committee chair, to coordinate clubhouse enhancements, which include a change of flooring. She requested that the new roofing for the work sheds match the clubhouse roof.

Old business

San Juan property sale

Mary Beth reported that our attorney has arranged to have papers served to prompt the trailer's heir to relinquish title, which is needed for SHCC to finalize ownership of the San Juan property. If that action is unsuccessful, a judgment will be needed to facilitate the transfer. With property values within the community rising, the sale price of the property will be adjusted accordingly.

Pool management for 2022 season

Prior to the meeting, Peter distributed detailed versions of the proposed pool management plan and new employee job description to members. Pat moved and Tara seconded that the proposed pool management plan that includes employment of a new part-time Pool Manager for this year's pool season, which begins the first weekend in May and ends on October 30, 2022, be adopted. Approval of the motion was unanimous.

Peter will post an ad to fill the new position on Drew's list and will also appear in the February newsletter. The Pool Manager will supervise pool attendants and be responsible for general oversight of the pool. The individual hired may also be employed as a pool attendant at that position's standard hourly rate and give swimming lessons outside of pool responsibility hours.

Covid concerns about clubhouse and eventual pool use were revisited, and it was agreed that SHCC will continue to abide by State and county guidelines and mandates.

Adjournment

With no business remaining, Mary Beth adjourned the meeting at 7:38 p.m.

Minutes are approved ✓ as written or _____ as amended.


Pat Baird, Secretary

3/9/2022
Date