

BOARD MEETING MINUTES, February 17, 2024

Board Members Present: Judi Shellenbarger, Hal Hovey, Dick Graham, David Bernardy and Dennis Titus



Community Members Present: Dave Shellenbarger, Robin Bernardy, Karena Smith

1. JS Called meeting to order at 9:31 and established a quorum.
2. Reading of preceding meeting minutes – JS moved to waive the reading, DT seconded – All in favor.
3. Officer and Committee reports
 - a. ACC volunteers
 - i. After serving for several years, the previous ACC members resigned after the annual meeting and new volunteers were requested. New volunteers included Robin Bernardy, Jan Graham, Susan Fox , and Robert Rossler.
 - ii. JS moved to approve the four members, DT seconded – All in favor.
 - iii. A meeting will be held at 12:00 on 2/17/24 to elect ACC positions.
 - b. Board Members
 - i. David Bernardy volunteered for the open board position.
 - ii. JS moved that the board accept David Bernardy as the 5th member of the board. DG seconded. All in favor.
 - iii. David Bernardy will fill the Member at Large position to complete the current years term until the 2025 annual community meeting.
 - c. Water Coordinator Report
 - i. The radiator of the generator was leaking and has been repaired.
 - ii. Northwest Water recommended Jerry Beck Electrical review the electrical system in the well house. (1) switch was found to be faulty and was replaced. A formal report is still pending from the electrician. Additional repairs are expected.
 - iii. (3) water meters are unreadable and it is not legal to estimate the billing amount for more than (1) billing cycle. Northwest Water has recommended replacement of the three meters. New water meters have been ordered by Northwest Water and will be installed when they arrive. The water meter for the Dilley property was also ordered with these and will be installed at the same time.
 - iv. The frequency of reservoir cleaning was discussed. DG volunteered to prepare a report with suggestions at the next meeting.
 - v. JS is serving as the active Water Coordinator and is asking for a volunteer assistant.
 - d. Treasurers Report
 - i. HH gave a financial update. HH also stated that he does not have full access to the account yet and will work with Dave Shellenbarger and the bank to gain access.
 - ii. HH will update the Secretary of State with the new board members.
 - iii. DT will meet with Scott Fox on 2/17 to perform an audit of the 2022 financial records.

Sky Meadows Community Association

4. Unfinished Business

- a. Removal of Water System Liaison position
 - i. JS suggested removing the Water System Liaison position. JS will update sections 4.1 and 4.8 of the bylaws and present them at the next board meeting for approval.
- b. There was discussion regarding creating a task force to explore the water rates. DG suggested that water conservation should be addressed with select property owners that are using substantially more water than other properties instead of raising rates. DG volunteered to present some ideas on how to conserve water at the next meeting.

5. New Business

- a. Gravel Road Easement Serving Lots 1-A and 11-A
 - i. Construction projects are currently underway for each of these lots. Some ruts have developed in the road in areas and the mail truck has complained about issues with driving on the road. Per the ACC approval for the current projects, the property owners will be responsible for repairing the road.
 - ii. There was discussion regarding the timing of the repair since construction is ongoing. DG volunteered to grade the crown in the road with his tractor as a temporary repair.
 - iii. The owners of lots 1-A and 11-A will discuss between themselves how best to share the responsibility of the road repair. The permanent road repair should take place after large trucks are no longer needed for construction.
- b. Emergency planning
 - i. Robin Bernardy presented an emergency phone tree regarding the water system. There was discussion regarding the emergency phone tree and it will be updated as a community emergency phone tree instead of only for the water system. An updated phone tree will be presented at the next meeting.

11:05 PM Meeting adjourned.

Next Board Meeting: 3/16/23 9:30AM Shellenberger Residence; the Community is invited to attend.

Minutes prepared by Dennis Titus, Secretary, Approved by SMCA board.

**Sky Meadows Community Association
ACC (Architectural Control Committee)
February 17, 2024 Meeting Minutes**

Meeting Location: 785 Snowberry Ln. Coupeville, WA (Bernardy Residence)

Members of the ACC Present: Robin Bernardy, Susan Fox, Jan Graham, Robert Roessler

The meeting was called to order at 12:02 p.m. , a quorum was present.

The purpose of the meeting was to elect officers (Chair, Vice-Chair, and Secretary) and notify the Board of the result as per the SMCA Architectural Control Committee Rules (revised November 1, 2005) *Item 2 Committee Duties* and to discuss terms of appointment.

Terms of Appointment: All members are newly appointed as of the February 17, 2024 regular meeting of the SMCA Board. Discussion was held on how to best stagger the terms of office so to avoid all new members at one time. Robert Roessler, Susan Fox and Robin Bernardy offered to serve 2 years through February 2026. Jan Graham offered to serve 1 year through February 2025.

Election of Officers: By unanimous vote the following were elected and will serve as officers of the ACC for 2024-25:

Robin Bernardy, Chair
Robert Roessler, Vice Chair
Susan Fox, Secretary
Jan Graham, Alternate

The committee will meet again in the future when the ACC records and documents are made available from Lucy Gorgas, who previously served on the ACC for 8 years as Chair. This will assist the committee in becoming familiar with current and past projects.

The meeting was adjourned at 12:18 pm.
Respectfully submitted, Robin Bernardy