

Sky Meadows Community Association



BOARD MEETING **MINUTES** for December 14, 2023

Location: Millers Residence

Board Attendees: Hall Hovey, *Dennis Titus, Dave Shellenbarger, Steve Gorgas, Clay Miller

Water Coordinator: Judi Shellenbarger

Members Present: *Doug & *Karena Smith, *Bob Vernon (for Ji), *Donging's iPhone, *Robert Roessler, *Robin Bernardy, *Debra Paros

***Via Zoom**

1. **HH called the meeting to order at 2:06PM.** Quorum was established and Verified Notice of Meeting
2. **Approval of Preceding Meeting Minutes.** HH moved to approve the 11/16/23 Minutes; 4 voted for and it was approved.
3. **Officer and Committee Reports**
 - a. President – opening comments – none.
 - b. Treasurer – DS gave a financial update (see attached)
 - c. ACC report – no requests or projects.
 - d. Update from Water Coordinator Liaison and Water Coordinator –Steve Gorgas and Judi Shellenbarger
 - **Roof repair** – SG reported that a second roofer, recommended by Lynn Coffey, came out to give a report but then later told Steve that he fell off a ladder and tore his ACL (on another job) and is no longer available. Rubio Construction & Roofing was asked to give a more competitive bid, which he did at \$1,050 (which includes tax) and is for the repair and cleaning of the existing wellhouse roof. SG moved to hire Rubio and Construction to do our roofing product. SG said this could be done in two weeks. SG was asked by DS why he did not get a total roof replacement bid as was discussed at the November 2023 Board meeting and he was told by Rubio that the roof is actually in good condition and should last for 20 more years and Rubio will fix the edges to look better. 5 in favor. Approved.

- **Water Coordinator report** (see attached) – JS will invite a rep from NW Natural Water Services, who recently bought King Water, to the Annual Association meeting to give their annual SMCA water report. JS said Robin Bernardy has offered to help her write an emergency response plan for our water system.
- **Painting of Well-house #2** – SG said we will wait until the Spring of 2024 to paint.
- **Water lines and meter installation for Titus Lot** – SG recommended that NW Natural Water Services, using the least expensive way forward, locate the water line in Snowberry along the E side of the Titus lot and install a water meter for Titus’s lot after tapping into the main line. The bid to do this was \$4,110, plus up to \$2,000 for the water line locate and any cutting of the road required. There was much discussion. HH moved we adopt SG’s plan. 4 voted FOR, DT recused himself. Approved. SG said he will call a special meeting on the cost and location process of the water line in the very near future before any road cutting is done, if said cutting is even necessary.

4. Unfinished Business

- a. **Update on FY2022 Audit** – HH said he got DT in touch with Roberta Piercy and DS, and they are in discussions.
- b. **2024 Budget Approval** – (see attached). HH moved Board approves a plan to submit Budget with discussed amendments (\$1,200 for 2 water meters, roof repair for \$1,100, water meter install (incl possible road cutting/repair) to \$6,500) and take it to the Annual Meeting for final Approval. 5 in favor. Approved.
- c. **2024 Annual Meeting** –
 - **Board of Directors openings, ballots & proxies** – HH mentioned that there will be 4 open spots on the Board (DS, SG, CM and DT) but DT has agreed to run again for one more year.
 - **Agenda** – HH called for inputs for the Agenda at this time. HH said there will be a brief organizational Board meeting immediately following Association Meeting (to choose

offices); SG recommended that whoever takes over as Treasurer that they also serve as Water Biller.

- d. **Website update** – CM reported that the SMCA website is up-to-date with combined Governing Documents and Archived Documents.

5. New Business

- a. SG wanted to put into the Minutes that our water system was previously approved by the State.
- b. JS wants the Board to know that she has the SMCA Sanitary Survey in case someone from the State comes looking for a copy.

6. Comments and Discussion – Board and Association members in attendance.

- a. Debra Paros said this Zoom meeting was hard to hear. HH explained that the last meeting was held in his real estate office conference room which has conference call equipment and today the Zoom was run through his laptop.

7. Executive Session – n/a

8. Next meeting: Annual Association Meeting – Coupeville Library, 1/20/24, 10AM (room secured 9:30AM-1:00PM)

9. SG called for Adjournment at 3:20PM; All in favor.