

SMCA Annual Association Meeting MINUTES for January 20th, 2024

Time: 10:00 AM

Location: Coupeville Library Conference Room



Board Members Present: Hal Hovey (President), Dennis Titus (Vice President), Dave Shellenbarger (Treasurer), and Clay Miller (Secretary)

Board Member Absent: Steve Gorgas (announced his resignation to the Board on 11/16/23 but stayed on the Board through 1/14/24).

1. HH called the meeting to order at 10:09AM

- a. Establish quorum – (Bylaws Article 2.4 requires 20% (7) of number of owners/members to be present, including the number represented by proxy); CM stated we had 18 Members (Lots) present plus 7 more proxies held by these members, for a total of 25 (of 35) Lots represented, or 71%. Quorum established.
- b. Proof of Notice of Meeting – HH reminded the members that two notices of this meeting were emailed out to all members on 12/18/23 and 12/31/23.

2. Opening remarks by Board President – HH welcomed everyone and introduced our new members who were present, Doug and Karena Smith.

3. Introduction of NW Natural Water Systems representative and their annual report to the membership

- a. SMCA Water Coordinator Judi Shellenbarger introduced Nathan Driscoll, the new manager for Northwest Natural Water Systems, which recently acquired King Water. Nathan reviewed the **attached** “King Water Company” report and answered some questions from the association. JS handed out historical water usage reports with detailed information customized for each lot to each property owner.

4. Reading of Minutes of 2023 Meeting

- a. HH moved we wave this reading, and Ron Henley seconded. All members voted in favor.

5. The Board’s annual report on the State of the Association

- a. SMCA Annual Report for 2023
 - i. The President HH began by thanking all the volunteers who served the community in 2023, including Debra Paros reading the water meters, the Board members, Judi Shellenbarger as Water Coordinator (WC), those who participated in the Board meetings,
 - ii. HH said that Judi will be stepping down as WC to serve on the new Board, so we are looking for a new Water Coordinator.
 - iii. HH said he tried to make everything transparent as possible as Board President and that he tried to make every meeting inclusive – giving everyone a voice. He said he was shocked by some of the lack of civility by a few people and hopes this will change going forward.
 - iv. HH said he would try to get the new Board to adopt a **“HOA Board Code of Ethics”** and he encouraged everyone to read and comply with the handout

“The Rights and Responsibilities as Members and Community Leaders”
pamphlet on the side table.

- b. Community Accomplishments: We opened a new Savings Account; Revised the Bylaws in Article 4, 5, 10 and 12; entrance sign was refurbished and reinstalled by Todd Albi and Debra Paros; passed a meter installation policy; updated the website by adding a **Governing Documents** page with combined **Articles of Incorporation, Bylaws** and **CCRs** to make them each easier to read; got the wellhouse roof repaired, generator serviced and made a commitment to paint the second wellhouse.

6. Report by the Chairman of the Architectural Control Committee

- a. For 2023 the ACC received, processed and approved:
 - i. Category A - 2 projects
 - 1. Lot 11A: 1 request
 - 2. Lot 11B: 1 request
 - ii. Category B - 5 projects
 - 1. Lot 4B: 1 request
 - 2. Lot 6A: 1 request
 - 3. Lot 1A: 3 requests.

7. Report by the SMCA Water Coordinator

- a. Judi Shellenbarger invited Dr. Richard Goldstein to talk about water conservation. Richard shared that a previous County Hydrogeologist (Doug Kelly) had taken measurements of our two wells, for several years prior to 2018, which showed that two of the parameters which measure potential saltwater intrusion (chlorides + the height of the aquifer (measured by pressure)) had been going UP during the period of measurement and the only tool we have to reduce or slow down this trend is to conserve our use of water, since it takes 10-20 years for rain to replenish our aquifer. He shared that one way to discourage the waste of water is to increase the cost of water, that is, the cost of using excessive water (above a certain amount of gallons/quarter). He said this is what the next-door neighboring Sierria does. Richard also shared that nobody is taking these same two measurements at this time. He ended by saying it was not his intent to cause alarm and was only thinking about the long term health of our aquifer.
- b. Judi moved that we, as an Association, lower our water usage goal to be 200 gallons/day/per lot. HH 2nd. Ron Henley asked if this number correlated to anything from the State. Judi said no. Ron then asked if we were going to accomplish anything by changing the existing goal of 220 to 200. JS said she didn't think so. Ron Henley then moved to amended Judi's motion to leave the goal where it was, at 220 gallons/day/per lot. HH called for a vote on Ron's amendment – it was 24 for, 1 against; it passed. HH then called for a vote on the original motion by Judi as amended by Ron, to keep it at 220, and this was also 24 for, 1 against; the motion as amended also passed.
- c. JS read through her **attached** WC Report.
- d. HH pointed out that this Board made the 5th Board member position from Member-at-Large to Water System Liaison, so that one, not all, Board members would

communicate directly with the Water Coordinator. HH said we will paint well house #2 in the Spring.

8. Savings Plan Assessment Update

- a. HH shared this plan was adopted at the last annual meeting and money is being saved and is now in our new Savings Account and the Bylaws have been revised to reflect this new requirement.

9. Report by the Treasurer of the financial status of the Association

- a. DS reviewed his Treasurers report for 2023 and the proposed budget (see both [attached](#)). Robin Bernardy encouraged the Board to budget for professional legal services. Lynn Coffey asked if a report could be made with year-to-date data on it. DS response was to encourage the new Board to revise the Bylaws to specify a “format” for the Treasurer’s Report.
- b. **Call for Association Approval of 2023 budget** – HH moved to ratify the 2024 Budget; Dick Graham 2nd; all voted in favor. It passed.

10. Call for a volunteer to assist Marsha Rowell with the administration of our SMCA website

– CM called for a volunteer and Lynn Coffey said she would help Marsha.

11. Call for volunteers to serve on the 2024 Board – HH said we have 3 volunteers for the 4 openings: Dennis Titus, Judi Shellenbarger, and Dick Graham. He called for any more volunteers and there were none. HH then asked if we could elect the three members “by acclamation” (i.e. “by overwhelming vocal approval and without ballot or by virtue of being the sole candidates”). It was not believed that our Bylaws permit election by acclamation, so...

...HH called for a 10-minute break at 11:55AM.

10-min break: CM & 2 member volunteers (Ron Henley & Howard Bledsoe) counted ballots and proxies

12:05PM HH reconvened the Meeting.

12. Results of the election of 2024 Board of Directors – Dennis Titus, Judi Shellenbarger and Dick Graham all received at least 23 votes each and are approved to serve as Directors – DT and DG for a term of 1-year, and JS for a term of 2 years. HH announced the first meeting of this new Board to meet immediately after this meeting ended and invited the Members to attend.

13. Open discussion period for questions, suggestions, comments, and announcements of general concern

- a. Kristina Paulsen shared that she asked Dennis & Angela Titus would host the summer picnic. They will discuss it more in the spring.
- b. Dave Shellenbarger was asked if he could continue to serve as the Water Biller and he said yes.
- c. Jan Graham noted that Nathan Driscoll “gave the best water report ever.”
- d. Dick Graham reminded everyone to exercise all of our cut-off valves, to prevent them from becoming frozen by corrosion.

- e. Richard Goldstein suggested we pull both of our well pumps and service/clean them to extend their life.

14. HH moved to adjourn, RG 2nd. Meeting was adjourned at 12:14PM

The first 2024 SMCA Board Meeting was held immediately following this meeting, at the Library to choose offices.