

BOARD MEETING MINUTES, December 07, 2024

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



Community Members Present: Dave Shellenbarger

1. JS Called meeting to order at 9:28 and established a quorum.
2. Reading of preceding meeting minutes – DG moved to waive the reading, DB seconded – All in favor.
3. Officer and Committee reports
 - a. President opening comments
 - i. We are still looking for 3 volunteers for the board next year. Currently Judi Shellenbarger and Doug Smith have volunteered.
 - ii. JS will continue to act as the water coordinator.
 - b. Treasurer Report
 - i. HH is currently out of town and a 2nd signer is needed for any checks exceeding \$2,000. DG visited the bank to become a 2nd signer but it requires a signature from all board members. DG will not be serving as a board member next year and this process will need to be completed again with the new board members in January. After the annual meeting, the 2025 board president and treasurer will be added as signatories. In the interest of avoiding multiple revisions to our bank permissions, the following motion was proposed.

MOTION. HH moved that:

Judi shall be authorized to be a single signer for the upcoming electrical repair invoice and upcoming NW Water invoice that will exceed \$2,000.

2nd by DG; Vote was 5-0; Passed

- ii. Budget options were discussed to address the expected budget shortfall for 2025. Per previous budget discussions, with the current annual dues, there is currently a \$3,000 shortfall in the 2025 budget due to increases in Insurance, NW Water service fees, Electrical service, and propane. Most of these service fees are expected to increase again in the next few years.

NW Water has also recommended replacement of three water meters. It was discussed that if replacement is required next year, funds from the savings account shall be used since this is a long term maintenance cost and not an ongoing operating cost. Replacement will not be included in the annual operating budget.

An increase to the annual dues will be required to avoid a budget shortfall. The board discussed looking ahead at future increases to the annual dues and

decided to increase the annual dues enough to avoid additional increases in the immediate future.

MOTION. HH moved to:

Increase the annual dues to \$500 and move water meter replacement to the saving fund.

2nd by DG; Vote was 5-0; Passed

The budget ratification will be presented at the annual meeting for community approval.

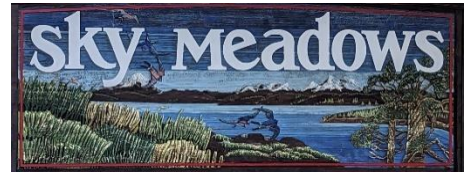
- c. ACC Report (skymeadowsacc@gmail.com)
 - i. No ACC activity last month.
 - d. Water Coordinator Report
 - i. The amended NW Water service contract was returned to NW Water. They are currently reviewing our revisions and JS is waiting for a response.
 - ii. The electrical upgrades are planned for 12/17/24. Water service will be available but we request that water usage be limited that day. JS to send a reminder.
 - iii. JS to discuss a soft start for the generator with the electrician.
4. Unfinished Business
- a. None
5. New Business
- a. The annual meeting will be held on 1/18/25 at 10:00 at the Coupeville public library. We encourage all to attend. If you cannot attend, proxy votes will be sent out with the 2nd notice.
 - b. Thank you to Clay for the detailed Annual Meeting Checklist.

10:32 AM Meeting adjourned.

Next Board Meeting: 1/18/25 10:00AM at Coupeville Public Library

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

Sky Meadows Community Association
Treasurer's Report – (as of November 30, 2024)



TOTAL ASSETS - \$42,525.17 (increase of \$ 2718.62 since October 31, 2024)

OPERATING FUND – Balance \$32,022.79

Income - Deposits & Interest

11/01/2024	-	\$1263.69
11/01/2024	-	\$391.06
11/13/2024	-	\$454.26
11/22/2024	-	\$186.01
11/30/2024	-	\$0.52 (Interest)
Total Income	-	\$2781.27

Expenses - Checks, Direct Withdrawals & Bank Fees

11/04/2024	-	\$20.00 (Reimburse HFH for DOS Registration Renewal)
11/22/2024	-	\$43.43 (Reimburse DS)
Total Expenses	-	\$63.43

SAVINGS FUND – Balance \$10,502.38

Income

11/30/2014	-	\$0.26 (Interest)
Total Income	-	\$0.26

Hal Hovey
Sky Meadows Community Association Treasurer
12/07/2024

