

Sunset Cove Homeowners Association

Annual Meeting
January 20, 2018

Meeting Room of the Anacortes Library

MINUTES

Board attendees: Ken Goodwin, Alan Hanson, Tisa Kniskern, and Amy Schnabel.

Board absent: Jean Warner

1. Call to Order

Meeting was called to order by President Alan Hanson at 12:03 p.m. Alan introduced the 2017 directors and officers. Introductions were made around the room of the property owners present.

Jackie Etsell announced that there were 56 people in attendance with 44 lots and/or units represented at today's meeting and 18 proxies.

2. Committee Reports

2a. Architectural Review Committee – Ken Goodwin reported that Richard Izban and Chris Crane have mutually agreed upon a driveway installation which will be shared by both parties. Ken stated a variance has been granted regarding placement of the driveway.

2b. Audit Committee – Jean Warner conducted the annual audit – required by Article 5.6 in our By-Laws – of the treasury November 8, 2017, along with her committee of Tisa Kniskern and Rob Warner. Based on the information submitted by the treasurer, 58 checks were written between January 1, 2017 and November 1, 2017. A random generator was used to select ten checks. The information in the check register was compared to the original invoices and bank statements. All the books were balanced and in order.

2c. Landscape Committee – Paul Allen, Kim Graf, and Ron Telles presented the landscape proposal and why it is necessary for a \$900.00 assessment from each property owner. (A full description of this proposal was included in the December annual mailing to all SCHOA property owners.) They reported that the landscaping within the Washington Boulevard medians was not done correctly approximately 15 years ago. Over time, the appearance of the medians has suffered. A landscape designer was hired to determine what might be done. Through this process, we were informed that several of the larger plantings need to be removed and new plants be added. According to this bid, irrigation should be installed to support these new plants. Rockery and ground cover are included as well. The current lighting is insufficient and visibility and obstructed views are concerns. Paul, Kim, and Ron stated that it is our responsibility to maintain the appearance of our neighborhood and that it is time to reinvest in our community. (A visual diagram of the landscape proposal was displayed for property owners to view. Included in this display were plant descriptions.)

After their presentation, Alan asked attendees to present their questions and concerns. Discussion ensued regarding the following:

- * Is there a second bid to consider?
- * Is irrigation a necessity? How will our SCHOA's water bill be affected by this proposal?
- * What will our future expenses be to maintain the new landscape in the future?
- * Are new plants needed when deer seem to eat and destroy most?
- * What is the current condition of the lights in the median?

It was determined that the vote to approve the assessment would be postponed due to property owners' concerns. A motion was moved and passed to solicit written input from members regarding their vision for the medians, to use the resources of our property owners who have expertise in landscaping, and to acquire additional bids. The landscape committee will reconvene and announce future meetings regarding this proposal.

2d. Publicity Committee – The SCHOA Board is still asking property owners to consider serving on this committee.

3. Old Business

3a. Guemes Channel Trail - Alan Hanson reported that there was nothing new to report.

3b. Doe Run – Mike Freeman summarized that 9 houses are being built; 2 are sold and 2 are reserved. Doe Run models will be completed in May 2018. He also stated that he has upgraded the Observation Road retention pond.

3c. Tom Blackwood thanked SCHOA residents for their nice holiday decorations.

4. New Business

4a. Other:

- * Alan Hanson thanked Amy Schnabel for serving as SCHOA Secretary and for serving on the board for two years.
- * Alan encouraged attendees to sign up for the Architectural Review, Landscape, and Publicity committees.
- * Committee members will be announced at our next board meeting on Thursday, February 22, 2018.

5. Budget

The 2017 actual income/expenses and 2018 budget were presented by Tisa Kniskern. Explanations for specific expense categories were provided. An annual dues increase to \$300.00 was approved, and will be due February 28, 2018.

6. Election of 2018 Board

After a count of the ballots by Jackie Etsell, it was announced that the following candidates were elected for two-year terms: Lavon Fisher, Mike Freeman, and Tisa Kniskern.

7. The next board meeting is scheduled for Thursday, February 22, 2018 at 7:00 p.m. at the Anacortes Library. All homeowners are invited to attend.

8. The meeting was adjourned at 1:41 p.m.

Respectfully submitted, Amy Schnabel (Secretary)