

**SUNSET COVE DEVELOPMENT HOMEOWNER'S ASSOCIATION ZOOM
BOARD MEETING
SATURDAY, JANUARY 21, 2023 9am pst**

MINUTES

Board members present: Doug Berard, President, Dan Allawatt, Vice President, Jean Warner, Secretary, Dawn Bachmann, Treasurer, Annie Hayes, Architectural Review Chair, Steve Krippner, Landscape Chair

Guests: Kathy Edmonds, Claire Colson

President, Doug Berard called the meeting to order at 9:08 a.m. PST via Zoom.

Doug introduced Kathy Edmonds, originally from Southern California who will be replacing Daniel Allawatt as vice president and Claire Colson, originally from the Bothwell, WA area who will be replacing Steve Krippner as landscape chair on the 2023 Board of Directors.

Treasurer, Dawn Bachmann gave an update on 2023 dues collected for the association. There are still ten residents who have not yet paid their dues.

Dawn also reported that 58 out of 86 voted favorably on the 2023 budget which is enough for a quorum. 49 out of 86 voted favorably on the new members to the Board of Directors. Also, enough for a quorum. There were no negative votes on either question.

Doug announced that Abe Shocket, recently elected treasurer to the 2023 Board of Directors will be unable to serve.

According to the SCHOA By-Laws when a member cannot fulfill the position the next person in line will fill the seat. Since there is no other person in line, Doug asked Dawn if she would stay on as treasurer for another year. Dawn graciously accepted. Such action requires a vote of the board. Doug then read the exact wording of the by-laws pertaining to the vote. Doug moved that Dawn Bachmann remain in the treasurer's position for 2023. The motion was seconded and unanimously approved by the rest of the board.

In 2024 there will be four retiring and two remaining board members.

Doug reminded the group the SCHOA Annual Meeting will be Tuesday, January 24th at 7:00 p.m. PST via Zoom. He asked the board be signed into Zoom by 6:45 p.m.

Doug reviewed the agenda for the Annual Meeting. Dawn will kick off the meeting with the treasurer's report followed by each committee chair's reports.

Dawn proposed \$2,500.00 be moved from the Reserves to our Operating Funds to cover overage and costs of recent tree removal. Doug made a motion reflecting Dawn's request, it was seconded, and unanimously approved.

Dawn also requested a subscription to "Dropbox" to facilitate posting of SCHOA documents in the amount of \$11.99 per month. A motion was made to approve the subscription, seconded, and unanimously approved.

The meeting was adjourned by Doug at 10:09 a.m. PST.

Respectfully submitted, Jean

Addendum to Minutes

Addendum to our 1-21-2023 Minutes-Submitted for Board Review at the 2-18-2023 Board Meeting for Approval

Dan - Audit was completed and passed, but we will need to complete the final three months of 2022. Kathy will work with Dawn to complete the audit for 2022.

Annie - Annie will be ready to report on construction and remaining lots for the annual meeting. Yelle construction is nearing completion. Approval of Pollard construction plans expired in December 2022, so they will need to resubmit plans for approval prior to start of construction.

Steve - Will distribute draft Draft Track A Tree Policy concerning viewshed pruning. SCHOA has had no policy and currently there is nothing stated in the SCHOA CC&Rs. The policy will require tree trimming requests with photos which can be distributed to nearby homeowners where the tree view is shared. Once the Board approves the work as submitted by a certified arborist, tree trimming work cost for view, not at risk trees, will be the responsibility of the requesting homeowner. Once this policy is approved by the Board, the Board will contact Ballentine's in response to their recent request for tree trimming for view. Steve also discussed continuation with ProScapes for landscape maintenance. There is a 7% increase in the new contract which will start in March. Our current contract runs through January, so we may have one month with no landscape maintenance expense. The contract has changed slightly as irrigation turn off is no longer included. Steve reported on the at risk tree removal and habitat trimming, and that Western Washington University is now in the loop. Steve met with the grounds/maintenance manager at WWU Anacortes and explained the process that we went through to down the trees.

Doug stated that he will discuss potential landscape projects for 2023 at the annual meeting. Dawn said some are budgeted and some will need to be funded out of our unallocated reserve if approved. Dawn will go over budgeted projects in her budget report at the Annual Meeting. Doug said Paul Allen may bring up landscape lighting of the Washington Blvd. median, which Paul thought might be funded with remaining Washington Blvd. Project funds in Reserve.

Addendum Submitted 1-23-2023 by Doug Berard for review and approval at the next bi-monthly Board Meeting scheduled for 2-18-2023

