

Greenbank Beach and Boat Club/Homeowners Association (GBBC/HOA)

Minutes of the Monthly Meeting

Saturday, March 16, 2024

Diana Butler, president of GBBC/HOA, called the monthly meeting of the GBBC/HOA to order at 10:18 A.M. The meeting was held via Zoom.

Attending were: Eddie Accame, Diana Butler, Michael Cuddy, Mike Hopkins, Richard Loughead, and Shannon Pitton

REVIEW OF AGENDA

The agenda was approved as presented.

APPROVAL OF MINUTES

Michael C. moved to approve the minutes of the January 20 GBBC monthly meeting. The motion was seconded and passed by all voting. Richard abstained because he did not attend the meeting.

Eddie moved to approve the February 10 minutes of the GBBC board following the Annual Meeting. The motion was seconded and passed by all voting. Shannon abstained because she did not attend the meeting.

CONSIDERATION OF OPEN ISSUES

Treasurer's Report – Richard

GBBC bills approved for payment:

Western National Insurance	\$340.18
Northwest Natural Water	\$476

HOA bills approved for payment:

Western National Insurance	\$1, 675.74
Mike Etzell	\$600
Bob Monroig reimbursement for WIX and Zoom accounts	\$515.60
Cris Sanguino reimbursement for Host Papa account	\$45.00
Diana Butler reimbursement for printer ink	\$13.05
Eddie Accame reimbursement for food for annual meeting	\$85.89
Kelly, Arndt & Walker	\$300

Northwest Natural Water hasn't produced an Accounts Receivable report so Richard wasn't able to update the board on any outstanding payments or overpayments.

In discussing the payments to Western National Insurance, Richard said that late fees accrue monthly, although the understanding of the board was that there was only one late fee, in October, which was reversed because it was caused by an error by King Water. There are questions around the payments owed to Western National, how much has been paid during the

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current contract, how much is still owed, and whether we have been paying the monthly premiums late and thus paying late fees every month. Richard will send Western National's email about money owed to the whole board, and continue to research this, making a report to the board in April.

Diana moved to pay the money currently owed to Western National. The motion was seconded and passed unanimously.

Shannon moved to approve the treasurer's report as presented. The motion was seconded and passed unanimously.

Eddie moved to pay the bills presented. The motion was seconded and passed unanimously.

Michael C. moved that the board give Mike Etzell a contract for landscaping during 2024 at \$200 per month retroactive to January. The motion was seconded and approved unanimously. The board still needs to approve the additional \$50 a month for noxious weed removal during May, June, July, and August.

Richard advocates for getting a debit card from the bank so that bills for expenses incurred regularly, such as Zoom, are not tied to the credit cards of individuals, but to the bank accounts of the GBBC/HOA. A debit card has the same security level as a credit card. This will also mean that emails from those companies will go to the GBBC/HOA email account rather than to individuals, insuring a timely receipt of needed information. Richard will continue to research this and report to the board in April.

Change of Signatories at People's Bank—Diana

Eddie moved to remove Bob Monroig as a signatory with access to the GBBC/HOA accounts at People's Bank, and add Michael Cuddy as a signatory. The motion was seconded and approved unanimously.

Website Report—Eddie

The board continued the discussion begun in the joint meeting about creating a Google account to store documents. Eddie will research this some more and present his findings at the joint meeting in April.

Beach Report—Diana

The board decided to install metal, reflective markers along the raised beach access road, but to wait on this until after Island County permits are received for the as-built. The board will solicit neighborhood volunteers to do the work. Diana will buy the markers and bill for volunteers to do the work. Diana will buy the markers and bill for reimbursement.

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Transition to Branch Business—Diana

The transition from King Water to Branch Business has not been smooth. There have been problems obtaining the correct data, obtaining complete data, and no paper files have been provided, even though they have been doing our business for years. Dawn Wilson, at Branch Business, has obtained enough data to be able to send out invoices for the annual dues for the HOA. She has ballparked \$250 a month for the work. Richard and Diana will work with Branch to detail what their responsibilities will be, and what the final bill will be.

Landscaping Report—Diana

Diana emailed the owner of the thistle-covered lot on Nettle Road and gave them the names and contact information for three companies on Whidbey Island that could potentially do the removal. She asked the owner to let her know soon how they plan to proceed.

Update on Surface Water Management—Diana

Diana had nothing else to add to the report given at the joint meeting.

NEW BUSINESS

Beach Gate Issue—Michael C.

Michael reported that some serious damage was done to the gate at the beach recently which prevented it from closing properly. He was able to hire Daniel to repair the damage and improve the operation of the gate.

Board Resolution to Approve Robert's Rules for Board Business--Diana

Diana clarified the point of resolutions, which is a public-facing document to call out and clarify decisions made by the board that need to enter into institutional memory. She read the resolution she sent to the board regarding the adoption of Robert's Rules for board meetings, and deferring to it in cases of differences of opinion over procedure. Eddie moved to approve Board Resolution 2024-1, Adoption of Robert's Rules of Order. The motion was seconded and approved unanimously.

Board Member Comments

There were no board member comments.

The meeting was adjourned at 11:20 A.M.

The next regularly scheduled board meeting will be Saturday, April 20, 2024, following the Joint Board meeting.

Minutes prepared by

Diana Butler, President

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GREENBANK BEACH AND BOAT CLUB/HOMEOWNERS ASSOCIATION

Board Resolution No. 2024-1

Adoption of Robert's Rules of Order

March 16, 2024

Whereas The Greenbank Beach and Boat Club/Homeowners Association is charged by the State of Washington to conduct business on behalf of the Holmes Harbor Estates community, and

Whereas the orderly conduct of business is of the utmost importance to the community, and

Whereas Robert's Rules of Order promote courtesy, order, and protect the rights of all members,

Therefore be it resolved that the Board of the Greenbank Beach and Boat Club/Homeowners Association adopt Robert's Rules of Order in its most current edition, to guide all board meetings, and in cases of procedural disputes, to defer to Robert's Rules of Order.

Adopted this 16th day of March, 2024

Signed

Diana M. Butler

Diana M. Butler, President

Michael Cuddy

Michael Cuddy, Secretary