

**Minutes of the Joint Monthly Meeting of the Greenbank Beach and Boat Club and
Holmes Harbor Water Company Boards
Saturday, December 17, 2022**

The regular joint monthly meeting of the Holmes Harbor Water Company Board and the Greenbank Beach and Boat Club/HOA Board was held December 17, 2022, via Zoom.

The meeting was called to order at 9:02 AM by Cyndy King, acting president of the HHWC board.

Attending was:

Holmes Harbor Water Company Board: Cyndy King, David Paull, Nancy Sharp, and Lydia Sikes, Sharon Dunn, and Rick Waclawik.

Greenbank Beach and Boat Club/HOA Board: Cris Sanguino, Diana Butler, Judi Moore, Phil Sikes, Kristin Lind, and Bob Monroig. (Eddie Accame's absence was excused).

Residents/Other: No additional residents or other persons attended the 2022 December board meeting.

Review of Agenda

- The proposed agenda for the December 17, 2022, joint board meeting was reviewed and accepted as presented.

Approval of November 19 Joint Meeting Minutes:

- A motion was made to approve the minutes of the joint November board meeting. The motion was seconded and approved unanimously.

CONSIDERATION OF OPEN ISSUES

Website Update—Chris (for Eddie)

- Cyndy continues to add minutes to the website.
- WIX Website annual hosting fee has increased (from \$ 300.28 to \$ 352.51) and will be discussed in more detail at the GBBC/HOA meeting.

Landscape Report—Kristin Lind

- Kristin is working on a draft of a letter to be sent to homeowners about noxious weeds and homeowner responsibilities for controlling these weeds. This letter will be sent out closer to spring.
- Kristin asked if there are any other topics that should be included in this letter – like how to handle storm debris. The consensus was that topics like this can be handled within a newsletter or on the neighborhood website.

Architectural Review Committee (ARC)—Cyndy King

- Andy Frank emailed the board about required setbacks for the garage he wants to build on his lot. He spoke with the DNR and the county about the seasonal stream that runs on his lot. The county is assessing what documentation, if any, will be required. The DNR said they have no jurisdiction over this issue.
- Nancy suggested that Andy could contact the MSA office (Marine Surveys and Assessments located in Port Townsend)—they might be able to assist with this type of issue.
- Kristin Lind knows a property assessor who worked with her to review properties she was considering purchasing. She believes this person might be able to provide Andy with guidance about property issues and who to contact about these possible issues. Cyndy will make Andy aware of this resource.

2023 Annual Meeting Discussion—Cyndy King

- Still looking for additional volunteers to help with annual meeting preparations.

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- Discussed options for how to conduct the meeting – in person, Zoom, hybrid. Consensus is that we conduct a hybrid meeting (in person & zoom). The board members should also plan on wearing masks per CDC guidelines for meeting indoors.
- Discussed borrowing an “OWL” to assist with the zoom broadcast - which is a 360-degree camera with speakers/microphones that functions with zoom meetings.
- Additional tasks being added to the Annual Meeting prep
 - Schedule the progressive club for hosting the meeting – Bob Monroig
 - David knows how to use an OWL if we can rent or get one on loan for this meeting. David will research to see if there is an OWL that we could access for this meeting. Eddie will be asked if he can help with this task. Bob Monroig will also do some research on who might have an OWL that we can borrow/rent.
 - We need to plan on conducting a run through the meeting setup one week in advance of the meeting.
- The meeting is targeted to happen on February 11th, 2023.
- Annual meeting Agenda item Review:
 - Election of Trustees
 - Water System review – Cyndy King
 - Greenbank Marsh Surface Water Management Project - Bob Monroig (15 minutes)
 - Resolution on Short-Term Rentals – Cris Sanguino (15 to 30 minutes since we anticipate large number of questions)
 - We will use Survey Monkey to allow residents to answer questions about how we should manage short-term rentals (the survey will be made available after the annual meeting). We will email the survey to residents with known email addresses and snail mail to the remaining residents. Kristin volunteered to help collate the results.
 - We will also make the lawyer’s letter available on the website after the annual meeting for residents that would like to review the full text.
 - Holmes Harbor Estates Emergency Preparedness – Phil Sikes/Lydia (10 minutes)
 - Noxious weeds
- The agenda for the annual meeting will be finalized at our January joint board meeting and will be sent out the following Monday.

Resolution on Short Term Rentals – Cris Sanguino

- Cris believes we need to make the lawyer’s letter about short-term rentals available on the website after the annual meeting. We need to make sure residents know that this is one lawyer’s opinion and is not definitive.

CONSIDERATION OF NEW BUSINESS

Member Comment

- No member comments.

Adjourn Meeting

- Cyndy adjourned the meeting at 9:48 AM.

The next meeting of the joint boards will be Saturday, January 21, 2023, at 9:00 AM.

Minutes submitted by Rick Waclawik, Member of HHWC Board