

**Greenbank Beach and Boat Club (GBBC/HOA)  
and Holmes Harbor Water Company, Inc. (HHWC)  
Minutes of the Monthly Joint GBBC/HOA & HHWC Boards Meeting  
Saturday, November 18, 2023**

The regular monthly joint meeting of the Holmes Harbor Water Company Board and the Greenbank Beach and Boat Club/HOA Board was held Saturday, November 18, 2023, via Zoom. The meeting was called to order at 9:05 A.M. by Diana Butler, president of GBBC/HOA.

Attending:

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

Greenbank Beach and Boat Club/HOA Board: Eddie Accame, Diana Butler, Mike Cuddy, Kristin Lind, Bob Monroe, and Shannon Pitton. Mike Hopkins' absence was excused.

No Holmes Harbor non-board member residents were in attendance.

**REVIEW OF AGENDA**

- The proposed agenda for the November 18 joint board meeting was reviewed and accepted as presented.

**APPROVAL OF OCTOBER 21 JOINT MEETING MINUTES:**

- Cyndy King moved to approved the minutes of the regular October monthly meeting. The motion was seconded and approved unanimously.

**CONSIDERATION OF OPEN ISSUES**

**Website update – Eddie**

Eddie showed an analysis of traffic on the HHE website. There were spikes of activity in the spring and again in August. It was unclear what drives upticks in traffic, but real estate activity was probably part of it. Eddie requested more content for the Surface Water Management page he is constructing on the website.

**Landscape Report – Kristin**

Kristin asked if we want to do a newsletter after annual meeting to summarize discussions there. The board agreed this was a good idea.

**Greenbank Marsh Surface Water Report – Bob**

- Early in November Bob met with Melanie Bacon at her weekly coffee group in Freeland to update her about water management infrastructure repairs.
- On November 7 he made a presentation to the Port of Coupeville board about GBBC activity on the dike repair. He also met Esco Bell, their new Director of Public Works, and arranged to meet with him at the beach sometime in the next month so he could see our project and our initiative on a public/private partnership.
- Skillings, Inc., is nearly finished with the work needed to apply for Island County permits. The extended deadline for the application is December 3.
- Neighbors from the beach continue to be involved and Bob keeps them updated.

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- Bob sees three parts to this project: 1) repairing the dike and the duck bill; 2) setting up a local improvement district for surface water management and determining funding for the needed projects; and 3) redesigning the entire system.
- Diana reported that she submitted paperwork to Island County so that Skillings, Inc., can communicate with them as our agent. She and Cris Sanguino meet with Bob regularly to hash out ideas and offer help.

**Emergency Management – David**

David did not have anything to report.

**GBBC/HOA Professional Development Sessions – Shannon**

- Shannon reported that study of the RCWs relating to Homeowners Associations has been completed. Possible topics for the next learning cycle include diking districts and local improvement districts, and the GBBC Bylaws and CC&Rs.
- Bob said Tom Skillings is recommending we look at a local improvement district rather than a diking district. Bob will meet further with Skillings to better understand this.
- Diana said the Bylaws and CC &Rs also need to be studied; as with the RCWs, they are long, complicated, and important, but they are very much in need of updating. This should be done by professionals such as those at Kelly Walker and Arndt. However, the boards would benefit by simply going through the documents as they stand to refamiliarize with the content. When money becomes available, it is crucial to update these documents.
- The board discussed these and concluded that while both the bylaws and the CC&Rs need updating, probably the bylaws should be dealt with first.
- Bob also advocated studying board policies (resolutions) since these are meant to clarify understanding of founding documents, but do not change them.
- Nancy noted that involving an attorney in clarifying the CC&Rs will also give confidence to proposals when they are presented to the members.
- Kristen said preparing a problem statement about the risk vs. benefit of addressing or not addressing the problem would help the membership understand the proposal to deal with it. She advocated dealing with the issues via resolutions rather than paying for an attorney.
- The following points were made in a discussion of resolutions:
  - Resolutions live within the organization, in notebooks, on computers, etc., while bylaws, CC&Rs and Articles of Incorporation are publicly recorded and available to anybody, for instance in doing a title search.
  - Our attorney has said that if you want the general public to know and respect something, it has to be in a public-facing document.
- The board agreed that although the problems with the bylaws and CC&Rs need to be dealt with, the issue of local improvement district/diking district is more critical.

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- Diana asked everyone to re-read the bylaws and CC&Rs to refresh understanding, since we don't have the bandwidth or the money to deal with them now.
- Nancy will send both boards the chart showing the conflicts of the 1962 and 1964 documents.
- The next study group meeting will be January 2 at 6:30 PM on Zoom.

**King Water/Northwest Natural Water performance of duties – Cyndy**

- Cyndy met with Sandra at Northwest Natural Water yesterday to discuss several problems the HHWC is dealing with.
- The boards discussed issues with performance of duties by Northwest Natural Water, and possible solutions.
- Sandra said the contract we have is called an "evergreen contract" meaning it is in force until there is a change. The change is that Northwest Natural Water bought King Water Company. Sandra and Ron, the previous owners, are both leaving December 31.
- NWNW anticipates sending new contracts in three or four months. At that time HHWC and GBBC can request specific changes to the contracts.

**Annual Meeting Planning—Cyndy**

- Cyndy has emailed the list of tasks for the annual meeting to board members.
- This year the mailed packet for the annual meeting will be much smaller and members will be referred to the website for additional documents such as the budgets and last year's minutes.
- Cyndy requested that all inclusions for the annual mailing be ready by the December board meeting.
- Bob reserved the Greenbank Progressive Club for February 10, 2024.

**CONSIDERATION OF NEW BUSINESS**

**Update on Bylaws and CC&Rs—Diana**

- This was covered earlier in the meeting.

**Board Member Comment**

- There were no board member comments.

The meeting was adjourned at 10:01 A.M.

The next regular meeting will be Saturday, December 16, at 9:00 AM via Zoom.

Minutes prepared by  
Diana Butler, President of GBBC/HOA

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