

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

Minutes of the Monthly Meeting

Saturday, June 17, 2023

Diana Butler, president of GBBC/HOA called the monthly meeting of the GBBC/HOA to order at 9:51 A.M. The meeting was held via Zoom.

Attending were: Eddie Accame, Diana Butler, Mike Cuddy, Mike Hopkins, Bob Monroig, Shannon Pitton, and Phil Sikes. Kristin Lind's absence was excused.

Community member Cris Sanguino also attended.

REVIEW OF AGENDA

- The agenda was approved as presented.

APPROVAL OF MINUTES

- Eddie moved to approve the minutes of the April 15 GBBC/HOA meeting. The motion was seconded and passed unanimously.
- Shannon moved to approve the minutes of the May 20 GBBC/HOA meeting. The motion was seconded and passed

CONSIDERATION OF OPEN ISSUES

Treasurer's Report – Bob

- Bob gave the GBBC financial report using the balance sheet displayed on the Zoom screen. He explained the list of multiple deposits as being submitted by King Water as they received dues, etc., during the month.
- Bob then gave the HOA financial report.
- Shannon moved to approve the reports and pay the bills. The motion was seconded and carried unanimously.
- Bob clarified that the GBBC savings is the capital improvement fund, and the HOA savings is the legal defense fund.
- Since the board was unclear on what the requirements were for the capital improvement fund, according to Washington State RCWs for Homeowners Associations, Diana said she would investigate and report on this in July.
- Bob said that historically the board has not budgeted for capital expenses, but only for an operating budget.
- The board discussed the best ways to make online payments to vendors, with the goal of simplifying banking and releasing Cris Sanguino from having her credit card attached to accounts.
- Bob has asked People's Bank to set up ACH payment for the vendors who require that.
- Diana inquired about the transfer of money from assessments and dues to the savings accounts which was voted by the community. Diana will look this up in the minutes so that the required amounts of money can be transferred.

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Beach Report – Bob

- The beach is fine except for needing a refill on dog poop bags. Mike H. will take care of that.
- The board is in favor of having a button on the Holmes Harbor website for links to documents and information about water management and infrastructure issues.
 - Eddie will check with Cyndy about where the documents are currently stored and report back.
 - The board will then determine where to store community documents in the future.

Greenbank Marsh Surface Water Management Project – Bob

- This report was given in the joint meeting.

Beach Key Update - Mike H.

- The only key issued this month was to Diamond Rental so they can access the beach to maintain the Porta Potty.
- A recent seller did not return his key to Judi Moore as requested, but instead gave it directly to the prospective buyers before closing. Mike H. will meet with the new owners and go over the paperwork with them.
- The board discussed creating a document about what community members need to do when selling their house or property, including how to handle transfer of the beach key.

Annual Picnic Update – Eddie

- Cris Sanguino and Mike Cuddy have volunteered to help Eddie with the annual picnic.

Map Your Neighborhood Update – Phil

- Phil said the Map Your Neighborhood initiative can continue after he and Lydia move, as long as we have communication within the neighborhood.
- This necessitates one person who will communicate with Island County.
- He will turn his file over to David Paull, and he submitted an article to Kristin for the upcoming newsletter.
- The board thanked Phil for all he has done to begin this important step in keeping our community safe in an emergency.

Porta Potty Purchase Update - Mike H.

- Mike reported on his investigations into types of Porta Potties, their costs, and their upkeep.
- After the board discussed this, it was decided not to buy a Porta Potty and instead to continue renting a handicap accessible unit.

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GBBC/HOA Email – Diana

- We will continue to refine our use of the new Gmail account, including adding a reminder at the bottom of emails asking people to add this address to their list of approved senders, and putting a note in the upcoming newsletter asking people to share their email with us if they haven't done so already.
- New members will be asked for their email address when they move in.

CONSIDERATION OF NEW BUSINESS

Board Secretary - Diana

- Diana reported that Shannon is stepping down as Secretary but will remain as Vice President.
- Diana will do the minutes if no one else steps up to be secretary.

Board Development – Diana

- Trustee Handbook
 - The most pressing piece is getting Trustee Handbooks printed and out to everyone. Eddie, Mike H., Mike C. and Shannon don't have Handbooks. Phil will turn his in.
 - It is important that the Resolution section be complete, and that the RCWs pertaining to Homeowner Associations be added.
 - Shannon volunteered to spearhead the process of moving the notebooks to an online readable format including tabs, bookmarks, etc. This would insure uniformity of content and facilitate updating. She and Diana will meet.
 - Diana will get copies to the people who don't have them, by July 1.
- Board Development around RCWs and CC&Rs
 - The board decided to begin meeting for professional development on the first and third Tuesdays of each month from 6:30 to 7:30 PM via Zoom, beginning Tuesday, September 5 at 6:30 PM.
 - Members will take turns presenting topics.
 - HHWC will be invited.
 - We will begin with the Revised Code of Washington (RCWs) relating to Homeowners Associations.

Gifts for Outgoing Presidents

- The board discussed this and decided that since gratitude was expressed at the Annual Meeting, that we would not burden either Judi or Cris with things that have to be dusted in perpetuity.

Responsibility for Website

- The board discussed the website.

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- Cris said financially that both boards equally are responsible for the cost.
- Content is also the responsibility of both boards.
- Shannon asked who is responsible for timely updates such as burn bans. We agreed that this has been an ad hoc effort with Eddie taking the lead.

COMMUNITY MEMBER COMMENT

- Cris will be publicizing reflective stickers for kayaks which will save rescuers such as the Fire Department from searching needlessly for possible survivors of empty kayaks since they will be able to phone the owners first.

The meeting was adjourned at 11:05 A.M.

The next regularly scheduled board meeting will be Saturday, July 15 , 2023 following the Joint Board meeting.

Minutes submitted by
Diana Butler
President GBBC/HOA