

Sierra Country Club
Annual Meeting
January 26, 2019

Board members present: Brenda Dewey, Kristi Lovelady, Mona Porter, Linda Rush, Lynne Scapple, Glen Kitzmann, and Rich Volk

Meeting called to order 2:00pm by President Brenda Dewey

Brenda welcomed the membership, introduced and recognized the Board of Directors for their contributions. Brenda introduced Don Jaques who was appointed by the board to fill a 1 year vacancy on the board effective following the annual meeting. The staff was introduced and thanked which included the Secretary, the Property Manager, and the Caretaker.

Brenda reviewed the agenda and explained how the meeting will proceed, then called for a reading of the 2018 minutes

Motion to accept minutes by Mona Porter, 2nd Wendy Geyer, approved.

Brenda reviewed 2018 accomplishment and listed some 2019 priorities. 2018 saw a decrease in covenants violations but an increase in poison hemlock abatement. Brenda reported that owners of over 100 lots were asked to cut overgrown grass/weeds to help with wildfire abatement. Brenda pointed out that collections efforts conducted all year long resulted in only two owners owing less than \$600 at the end of the year. Paying membership dues and water bills on time allows Sierra to pay their bills on time and run the association.

Kristi provided information regarding the Welcome Committee and what they do all year long. Sierra welcomed 25 new families in 2018. The Welcome Committee has vacancies for anybody wanting to participate. Kristi then provided information about the S.E.T (Sierra Emergency Team) and explained their 2018 activities and their plans for 2019. Kristi recognized the SET team lead, Christine Laing and committee members.

Manager Reports

Architecture by Mona Porter

Sierra had 17 architectural projects completed which included 9 fences. The description for fence materials was updated to keep in line with the Ebey National Historical Reserve. Four new homes were completed in 2018 with the fifth home still pending. The 2020 builds are going through the process with deposits due soon. Mona recognized Pete White for his voluntary work assisting with the water connection process.

Buildings and Grounds by Linda Rush

Linda listed the completed projects and accomplishments for 2018 and explained the 2019 projects being considered. Linda recognized Gary Youngs for his voluntary work on projects.

Clubhouse Reservations by Lynne Scapple

Reservations of the clubhouse resulted in an income of \$3880. Sierra became the first nationally recognized Firewise community in Island County. There will be additional campaigns and educational events in 2019.

Water by Glen Kitzmann

Glen presented information about the water system that is owned by all Sierra property owners. Water usage was down .8% for 2018 indicating water conservation by the community. The 2018 projects completed will allow the water system to provide a consistent high quality of water. Sierra passed a Washington State Department of Health inspection which is required every 5 years. 2019 projects will continue to improve the system. Better communications and scheduling has been established with King Water. A high priority has been placed on the search for a new water source.

WATER USE EFFICIENCY MEETING by Glen Kitzmann

Washington State requires a public meeting to discuss water efficiency per WAC – 246-290-830. Sierra's objective is to maintain our current rate of water consumption and continue to stress water conservation. Glen presented many tips for conserving water and how to avoid and detect a water leak.

RESERVE STUDY by Gary McIntyre

Brenda introduced Gary McIntyre as the volunteer lead for the reserve study. Gary presented the results of the reserve study conducted by an outside firm and explained what it means to Sierra to have a funded reserve. Gary explained that other HOAs on the island are struggling just to pay maintenance obligations.

Finance by Rich Volk

Water rates increased by \$5.00 to \$150.00 per quarter plus usage over minimum. The tiers were adjusted to encourage water conservation. Membership dues increase by \$20.00 per lot per year to \$255. Rich reviewed the internal financial audit held November 3rd, and the financial controls and practices in place.

Don Meehan presented commentary of that internal review, which was performed by four residents and members of the board. He recommended that the annual external audit be waived based on the findings of this review.

The 2018 combined income budget to actual was presented. An amount of \$36,144 was added to the cash reserves. 2019 budget was presented and explained.

Brenda opened the floor to questions and new business. Several questions were answered with no new business being introduced.

Ballot Review by Brenda Dewey

Brenda introduced the nominees for the two board vacancies. The nominees were incumbent Linda Rush and new nominee Kathleen Wayman. Each nominee was given an opportunity to provide their background. Brenda called for additional board nominations from the floor two times and received none. A motion to close the nominations was made by Chuck King, 2nd by Don Meehan, approved. Brenda also explained ballot item #2, the annual external audit requirement that the board recommends waiving, as did the internal financial review committee. Waiving the external audit will save Sierra at least \$4,500 and is not needed due to the numerous financial controls in place. Internal financial reviews/audits will continued to be conducted yearly with volunteer owners as participants. Item #3 on the ballot is new

this year. Budget ratification by the membership is now required by state law, and is important in ensuring sufficient budgeting of association operations and reserves to protect all Sierra members.

An intermission for voting took place for the board positions, the external audit, and the budget ratification.

The results were announced as follows:

1. Board Elections:

Linda Rush was re-elected to the board.

Kathleen Wayman was elected as a new board member.

2. Audit waiver: passed (89% agreed to waive the external audit).

3. Budget ratification: passed (100% agreed to ratify the budget)

Reminder to sign up for hosting a potluck and/or committees

Motion to adjourn by Don Meehan, 2nd by Margery Maconachy, approved 4:06pm