

**Annual Meeting of the Greenbank Beach & Boat Club (GBBC/HOA)  
and Holmes Harbor Water Company (HHWC)  
Minutes of the Annual Meeting  
Saturday, July 17, 2021**

**Opening of the Annual Meeting:**

- Richard Loughead informed attendees that the meeting, which was conducted via a Zoom meeting due to COVID restrictions, was being recorded
- Nancy Sharp explained that the primary purpose of the Annual Meeting is to fulfil our legal responsibilities under our bylaws to hold an annual meeting with the following objectives:
  - Elect trustees for both board
  - Approve the annual budget
- Holmes Harbor Water Company (HHWC) President Nancy Sharp called the meeting to order at 10:03 am. on July 17, 2021
- Nancy provided instructions as to how to vote and raise questions, and explained that the first step to starting the process was to establish a quorum
- Cyndy King explained that the bylaws establish that a quorum is achieved if you have 20% of the membership participating in the meeting (in person or by proxy). HHE has 124 members, and there were 22 proxies and 21 attendees via Zoom, which qualified to establish a quorum.

**Roll Call:**

GBBC Board members in attendance:

- |                    |                  |
|--------------------|------------------|
| • Judi Moore       | • Cris Sanquino  |
| • Diana Butler     | • Kristin Lind   |
| • Phil Sikes       | • Adele Anderson |
| • Richard Loughead |                  |

Excused absences: Bob Monroig & Jeanna Lyle (GBBC)

HHWC Board members in attendance:

- |               |                 |
|---------------|-----------------|
| • Nancy Sharp | • Lydia Sikes   |
| • Cyndy King  | • Rick Waclawik |
| • Sharon Dunn |                 |

Excused absences: David Paull (HHWC)

## Community Members in Attendance of Zoom Meeting:

Linda Rhodes  
Robin Llewellyn  
Richard Laurence  
Shannon Pitton  
Daniel Laurence (NV)  
Jeffrey Babcock (NV)

Beverly Gilbert  
Nick Goodale (NV)  
Sally King  
Deja Brandeis  
Jenny Flath  
Kari Dilloo

Robert Moore (NV)  
Joan Wimmer

*NV = Non-voting member*

## Review Agenda:

- Nancy Sharp announced that there was one small change to the agenda to enhance efficiency: The meeting will begin with introduction of each boards' members and then go directly into the election of trustees for each board.

## Introduction of the HHWC Board (Nancy Sharp)

- Nancy Sharp (President)
- Cyndy King (Vice President)
- Lydia Sikes (Secretary)
- Rick Waclawik (Recording Secretary)
- David Paull (Treasurer)
- Sharon Dunn

## Election/Re-election of HHWC Board members

- Cyndy King's term is expiring and she has agreed to 're-up' if she is elected for another 3 yr term.
- Lydia Sikes was appointed in January to fulfill a vacant position and now needs to be officially elected to the board.
- No additional nominations were offered when solicited by Nancy
- Beverly Gilbert nominated Cyndy and Lydia to the positions described above
- Nancy asked if there were any more questions or comments – there were none
- Sharon Dunn seconded the nomination, which was unanimously approved with a show of hands (counted by Cyndy) in addition to proxies represented by various board members that were referenced later, with no abstentions or "No" votes.

## **Introduction of the GBBC Board (Judi Moore)**

- Judi Moore (President)
- Cris Sanguino (Vice President)
- Richard Loughhead (Treasurer)
- Adele Anderson
- Kristin Lind (New Member – Appointed Secretary in January)
- Diana Butler (New Member – Appointed in January)
- Phil Sikes (New Member – Appointed in January)
- Bob Monroig (excused absence – shifting to limited role)
- Jeanna Lyle (excused absence – resigning from post)

## **Election/Re-election of GBBC Board members**

- Judi nominated the 3 new appointees (Diana, Phil and Kristin), which was seconded by Beverly Gilbert.
- The only discussion included Judi expressing appreciation to the new members
- The nominations of the 3 new trustees were unanimously approved with a show of hands (counted by Cyndy), in addition to proxies represented by various board members.
- Judi proceeded to nominate Bob Monroig, whose term is expiring, to continue in a limited role as trustee and co-chair of the Marsh Working Group. The nomination was seconded by Cris Sanguino. There was no further discussion beyond Judi's explanation of Bob's role and the nomination was unanimously approved with a show of hands (counted by Cyndy), in addition to proxies represented by various board members.
- Cris Sanguino explained that Judi is stepping down as president this year and nominated her as a trustee.
  - Judi explained that, after over 10 years serving in this capacity, she feels it's time for a new appointment. Judi also explained that the last boat ramp monitoring documentation needs to be turned into the county (by our engineer, Tom Slokum) by the first week of September. This requires the president's signature, so as soon as that is signed and submitted, Judi will officially resign from the post and the trustees will determine how to proceed until the next annual meeting.
  - Judi thanked the community and Nancy and others thanked Judi for her service and immeasurable service to the community.
- Following a second to Cris' nomination by Sally King, the nomination of Judi for trustee of the GBBC/HOA board were unanimously approved with a show of

hands (counted by Cyndy), in addition to proxies represented by various board members.

### **APPROVAL OF ANNUAL BUDGET**

- Nancy Sharp reminded attendees that the budgets were sent to community members prior to the meeting for review and clarified the inclusion of proxy votes.

### **Holmes Harbor Water Company – Nancy Sharp**

- Nancy reminded that the budgets were sent to community members prior to the meeting for review
  - Nancy explained that the Water Reserve Fee will go up by \$5 every five years. It went up last year so it will not go up again for several years, however the Water Use Fee increases with the cost of living by 2.5% (whichever is greater) because cost of living increases impact our expenses
  - Nancy confirmed that sufficient funds are allocated to pay for the USDA repiping program while meeting our semi-annual payments.
- Nancy asked if there was any further discussion of the budget – there was none.
- Sharon Dunn made a motion to approve the budget, which was seconded by Cyndy King and unanimously approved with a show of hands (counted by Cyndy) in addition to proxies represented by various board members that were referenced later.

### **Greenbank Beach & Boat Club – Judi Moore**

- Judi began with GBBC budget and asked if there were any questions regarding what was sent out prior to the meeting – there were none.
- Nancy Sharp made a motion to approve the budget, which was seconded by Sally King and unanimously approved with a show of hands (counted by Cyndy) in addition to proxies represented by various board members that were referenced later.
- Judi began with GBBC Homeowners Association budget and asked if there were any questions regarding what was sent out prior to the meeting – none stated.
- Nancy Sharp made a motion to approve the budget, which was seconded by Richard Loughead and unanimously approved with a show of hands (counted by Cyndy) in addition to proxies represented by various board members.

## **Greenbank Marsh Working Group Report**

- Bob Monroig was unable to attend the meeting, so Judi reported that the Working Group includes all of the Greenbank Beach property owners North and South of our parcels, as well as the entire (approximately) 750 acre watershed.
- The purpose of the group is to investigate options for the tide gate and outfall pipe.
- All of these neighboring property owners are invited to attend the GMWG meetings.
- The grants, which totaled close to \$5,000, are completed and all concerning factual information resulting from the grant studies can be accessed on the Whidbey Island Conservation website.
- The working group, which is co-chaired by Bob Monroig and Mike Stansbury, who owns a home south of us on the Greenbank beach and has served on this working group throughout all of our grants, has filed a letter that Cris has placed it on the HHE website (which currently only works on the ihost - not the .org - address, but this should be corrected soon).
- Bob encourages all community members to share concerns and questions immediately for upcoming meetings, which Judi will also attend.
- Cris requested that she is contacted when the next GMWG meeting is scheduled so it can be posted on the website.

## **Next steps**

- Nancy asked if the membership feels the need to have an 'in person' meeting to share concerns, or if it suffices to wait until next February.
- Judi commented that the farm is a potential option for a 'special meeting' which is allowed under our bylaws now that the Annual meeting has been held
- Beverly stated she does not feel comfortable attending an in-person meeting
- Kristin asked if it's possible that a Zoom option could also be considered as a way to hold a Special session.
- Diana Butler mentioned that many groups are offered Hybrid meetings that are offered with both Zoom and in person options.
- Cris mentioned that a Q/A or FAQ on the website might be another option for sharing information and dialogue.
- Beverly asked if there is a way to implement a blog and receive an email notification if something is updated on the site.

- Cris said that the site is currently having some problems, but a GoDaddy site would offer this type of mechanism and she will look into the interaction
- Richard commented that the meeting minutes are posted following every month's meeting minutes, which could be combined with the FAQ for communications.
  - Beverly responded that email reminders provide a helpful 'nudge' to go take a look at newly posted information.
- Adele commented that the website and direct communications with board members can also be a way to get information.
  - Nancy responded that a meeting offers the opportunity for discussion.
- Sally King suggested that an email be sent to all known member addresses announcing the revised summary of officers for both boards, and ask the community directly about their interest or potential concerns about holding an in-person meeting (with a clarification of the purpose).
- Cyndy offered to draft a letter to the board members as a prompt follow up to the meeting.
- Nancy confirmed that the email will be sent that includes all options for holding a Special session (in person, Zoom, hybrid) and explained that the primary interest is to find out if there are any 'burning questions/issues' that the community wants to discuss/address before February.
- Robin Llewellyn commented that she has serious concerns about fire management and developing a fire management/exit plan.
  - Nancy asked Robin to respond to the email with this concern.
  - Judi commented that all of the member in attendance that several letters regarding fire safety and clearing lots and expressed appreciation to Robin for bringing up the issue.

### **Close the Annual Meeting**

- The meeting was adjourned by Nancy Sharp at 10:45 am.

Meeting minutes were transcribed by Kristin Lind (member of the GBBC board), via audio recording.