

**Minutes of the  
Board of Directors  
August 12, 2024  
10 am  
Nichols' Residence-202 Lands' End**

1. Roll Call Vice Chair Drew Zacharias called the meeting to order at 10 am. In addition to Mr. Zacharias, also present were Board members Andre Baritelle, Paul Allsing, Treasurer Carmen Lynaugh and Secretary Natasha Merkuloff Nichols. Ms. Jennifer Gibbings arrived at 10:05. Chair Mark Long was noted out of town on business and called into meeting for last 30 min.
2. Public Comments  
There were no public comments.
3. Secretary's Report:
  - a. It was moved by Ms. Merkuloff, seconded by Mr. Zacharias and unanimously carried to approve the minutes of the meetings of May 16, June 3, and July 12, 2024.
4. Treasurer's Report – Ms. Lynaugh
  - a. Ms. Lynaugh provided an update on the status of dues collections. There are five properties which still owe dues; some of these properties also owe for previous years. One of the properties has a lien that was filed in 2022. There was a discussion about filing liens on the property. It was pointed out that when a property changes hands, the escrow company contacts the Treasurer for information on any unpaid monies owed, and this information is provided. We receive the funds once the transaction is complete. Corby Sommerville provided information about how he filed a lien some years back when he was on the Board and said he would provide a copy of that document to Ms. Lynaugh. The cost to file a lien in Clallam County is about \$300. Ms. Lynaugh said she would call the three property owners that she has phone numbers for in a last attempt to get cooperation. We will discuss at a future date next step.
  - b. Budget Report
    - i. It was moved by Ms. Lynaugh, seconded by Ms Gibbings and unanimously carried to approve an amendment to the agreement with Isabel Bay Designs, to increasing the agreement total amount from \$1500 to \$2500. Mr. Zacharias executed the agreement in the absence of Mr. Long. It was discussed that the agreement runs until April 2025 and some of the monies spent to date are onetime charges.
    - ii. Ms. Lynaugh gave a brief update on the status of the Association budget. The budget remains in a positive cash flow over all.
5. Information regarding meeting with Tyler View, Lands End and Maynard owners
  - a. Meeting will be held Saturday, August 17<sup>th</sup> at 10am at Mr. Baritelle's home at 131 Maynard
  - b. Scott Gordon, the Lee's realtor, has been notified about the problem with the Lee's mailbox location; Mr. Lee is also aware of this issue and is considering removing it.

6. Pursuant to the Association's Mowing of Lots policy, Mr. Zacharias signed letters to six owners of properties which are still in need of mowing, with a required response due to the Board by August 28, 2024. Two of the lots are in the process of being mowed and one lot owners has indicated he's waiting for the contractor to come and mow.
7. Reports from Standing Committees:
  - a. Insurance Committee – Mr. Allsing
    - i. Mr. Allsing said there was nothing to report
  - b. Airport Committee – Mr. Baritelle
    - i. Airport Committee Meeting is Tuesday August 13<sup>th</sup> at Mr. Baritelle's home.
  - c. Curve Committee – Mr. Baritelle
    - i. There is nothing concrete to report because the County has not returned call or email requesting status of the project.
  - d. Nomination Committee – Mr. Zacharias
    - i. Mr. Zacharias said he's been reaching out to members of the Association. The overall theme seems to be once the Mason matter is resolved; people would be more interested in serving. The Association picnic would be a good opportunity to talk to people. A gathering of Board members and potential candidates was discussed, and it was agreed that September 22<sup>nd</sup>, the Sunday after the picnic, would be a good day for the Board to meet with interested people and talk about serving. Also, it would be good to include information in the next newsletter, which should go out end of August.
    - ii. Chairman Long was noted present via phone.
  - e. GovDoc Committee – Ms. Gibbings
    - i. Ms. Gibbings pointed out that GovDoc committee will need legal guidance as to how to proceed. The group has 15 items that they would like to discuss with an attorney. One issue is how to hold people accountable without a complete update to the CCRs. Mr. Long pointed out the problem the Board has had in attempting to get the property on Kitchen Dick to comply. Ms. Lynaugh pointed out that we have a sample fining structure provided by Mr. Baritelle from an HOA where he owns property and other HOAs. It was agreed that advice of an attorney will have to wait until other more pressing matters, such as the Mason issue are resolved before getting started on the Gov Doc as a whole. There was also a brief discussion about how the Washington Uniform Common Interest Ownership Act (WCIOA, Chapter 64.90 of the Washington State Code) will affect the changes to the Association's governing documents.
    - ii. Ms. Lynaugh suggested we come up with a fining structure and ask Judy Endejan about the ability of the Board to put it in place without an update to the Gov. Doc. Mark said that Ms. Endejan has mentioned in the past that the Board has more ways to enforce our Gov. Docs. than we are aware. We decided that Ms. Lynaugh would put together items to talk to Ms. Endejan about and it may include questions regarding the easement on Tyler View, Lands End and Maynard roads as well as a fining structure.
8. Old Business
  - a. POA Picnic

- i. The Board was told that Bill Camuso has volunteered his hangar, and his band has agreed to play. They play country/bluegrass type music. Ms. Merkuloff said that tables and chairs are being located. In general, there was consensus that Board members have tables and chairs to bring, and several said they had BBQs that can be rolled over to be used for cooking. Several ice chests will be needed. Signs about the event will need to be prepared. In general, hotdogs, hamburgers and several bean burgers will be provided by the Association; and attendees will be asked to bring potluck dishes. Set up will be Saturday. Ms. Lynaugh will check with the neighbor between her home and Mr. Camoso's about parking on his lot. Mr. Allsing will help out, and Mr. Long suggested we ask pilots to put their plane out. It was moved by Ms. Lynaugh, seconded by Mr. Zacharias and unanimously carried to rent a port a potty for the event. An issue of The Grass Strip will be distributed in late August, reminding folks

9. New business

- a. Ms. Lynaugh suggested the Board establish a policy with procedures for committees: what's the structure? Is there a Chair? Do we keep Board Liaisons? Should there be a secretary?

10. Closed Session

- a. BRF vs. Michael Mason et al.
- b. Hiring an attorney for BRF
- c. Possible violation of governing documents of the Association

11. Action from Closed Session

- a. The Board reiterated to Ms. Judy Endejan to proceed with the Mason matter with all possible speed.

12. Adjournment

- a. It was moved by Mr. Zacharias, seconded by Ms. Lynaugh and unanimously carried to adjourn at 12:15p.

TO DO:

Ms. Merkuloff – Order port a potty for picnic and continue organizing the event, including get out an issue of Grass Strip by end of August

Ms. Lynaugh will mail out the mowing violation letters and will attempt to contact delinquent dues property owners by phone