

MINUTES OF THE BOARD OF DIRECTORS MEETING

Blue Ribbon Farms Property Owners Association

DATE: February 27, 2026

TIME: 10:06 AM

LOCATION: 131 Maynard Road, Sequim, WA (The Baritelle Residence)

I. CALL TO ORDER & ROLL CALL

The meeting was called to order at 10:06 AM by Chairman Baritelle.

- **Directors Present:** Andre Baritelle, Jennifer Gibbings, Joel Cziok, Carmen Lynaugh, John Cuny, Jim Andersen, Jennifer Blackwood, Leslie Bagwell, and Bob Grey.
- **Quorum:** A quorum was established with nine directors present.

II. PUBLIC COMMENT

Feedback regarding the recent Annual Meeting at the Sequim Prairie Grange was reviewed. Members noted the venue was superior to the old schoolhouse, specifically citing the ample space and the successful use of the library's video projector.

III. APPROVAL OF MINUTES

The minutes from the February 20, 2026, meeting were reviewed and corrected.

Motion 1: Moved by John, seconded by Andre, to approve the minutes as corrected.

Result: Unanimously approved.

IV. TREASURER'S REPORT

Treasurer Lynaugh reported on the following:

- **Invoicing:** Annual invoices are currently being prepared for mailing.
- **Accounting Transition:** A new bookkeeper begins March 1st. They will coordinate with the outgoing bookkeeper to transition QuickBooks data.
- **Budget Posting:** Updated budget data is expected to be available for posting by mid-March.
- **Compliance:** The Board discussed legal requirements regarding the collection, use, and sharing of member email addresses.

V. ELECTION OF OFFICERS & APPOINTMENTS

The Board conducted the election of officers for the 2026-2027 term:

- **Chairman:** Andre Baritelle (Nominated by Carmen, Seconded by Jennifer Gibbings). **Unanimously approved.**
- **Vice-Chairman:** John Cuny (Nominated by Andre, Seconded by Joel). **Unanimously approved.**
- **Treasurer:** Carmen Lynaugh (Nominated by Jennifer Blackwood, Seconded by John). **Unanimously approved.**
- **Secretary:** Leslie Bagwell was nominated for Secretary with the assistance of Jim Petersen (Nominated by Jennifer Blackwood, Seconded by Andre). **Unanimously approved.**
- **Members at Large:** Bob Grey, Jennifer Blackwood, and Jim Andersen were appointed to serve as Members at Large.

VI. STANDING AND EXECUTIVE COMMITTEE REPORTS

- **Airport Committee:** John Cuny was appointed Board Liaison. He reported on a community meeting held by a community member in opposition to current committee leadership and discussed the reallocation of unused budgeted items.
- **Legal Executive Committee:** Jennifer Blackwood reported that the attorney is working through prioritized tasks. The Treasurer reminded new Board members of the necessity of acknowledging receipt of "Privileged and Confidential" communications to maintain legal protections.

VII. AD HOC COMMITTEES & LIAISON ASSIGNMENTS

Governing Documents (GDC): Jennifer Blackwood (Liaison) will work with Chair Jennifer Gibbings. The next meeting is March 20th. The "template decision-making framework" was explained to new directors.

- **Nominating Committee:** Jennifer Blackwood reported on the difficulty of identifying viable candidates and will continue community outreach throughout the year.
- **Curve Committee:** Leslie Bagwell was appointed Coordinator. No updates have been received from the County; the Board remains in a monitoring phase with no official position yet determined. Board is seeking volunteers for review to be on the committee and to determine the committee's duties.

VIII. OLD BUSINESS

- **Newsletter:** Jennifer Blackwood (Coordinator), Jennifer Gibbings (Transition support), and Jim (Delegate).
- **Website:** Treasurer Lynaugh, Leslie Bagwell and Jennifer Blackwood will all serve as the point of contact for the web consultant (Isabel Design). Depending on the item being sent to the web consultant the lead person would cc the others on the communications.
- **Annual Picnic:** The Board discussed 2025's low attendance. Future options include combining the picnic with the annual safety meeting.
- **Lot Mowing:** Bob Grey was appointed Mowing Enforcement Liaison, assisted by John Cuny.

IX. NEW BUSINESS

- **WSCAI Membership:** The Board discussed utilizing the 15 available slots for Association membership to provide training and refresher courses for directors.
- **Infrastructure Concern:** A water issue at Maynard/Lands End brought up at the Annual Meeting was discussed; the Board reviewed the Association's responsibility regarding private roadway maintenance and drainage.

X. EXECUTIVE SESSION

Motion 2: Moved by Carmen, seconded by Leslie, to enter into Closed Executive Session to discuss privileged legal or personnel matters.

Result: Unanimously approved.

- **Entered Executive Session:** 11:30 AM.
- **Returned to Open Session:** 12:31 PM.

XI. ADJOURNMENT

The meeting was adjourned at 12:31 PM to the next meeting on April 14, 2026 at 10am.

COMPLIANCE & RECORDING STATEMENT

These minutes are recorded in accordance with the Washington Homeowners' Association Act (RCW 64.38.035) and the Washington Uniform Common Interest Ownership Act (RCW 64.90). These records shall be made available for examination by all owners, holders of mortgages on the lots, and their respective authorized agents, as required by law.

SUBMITTED BY:

Joel Cziok, Transitional Secretary Blue Ribbon Farms Property Owners Association