

# Sea Links Board of Directors Meeting Minutes

December 5, 2019; 7:00 pm

Birch Bay Bible Community Church

Call to Order: President Joe Black presiding

Proof of Notice: \*Motion: Proof of Notice of Meeting; Seconded, Forward.

Quorum: Accepted; 5 Board Members present; Sea Links Accountant; 2 guests

Opening Matters: Open Session defined by President Joe Black; Attendees welcomed; New Board members & their roles introduced.

Approval of the Directors Meeting Agenda: \*Motion to accept; Seconded, Forward.

Approval of outstanding Board Meeting Minutes: \*July 18, 2019; \*October 22, 2019.  
\*Motion to accept; Seconded, Forward.

Elections: None

Reports: Directors & Committee Chairs.

**President**: Joe Black

1. Bake Sale/Toy Drive: Hosted by Joe's daughter for funding the new Birch Bay Library. \*Motion: Notice of date and time to be placed on the HOA website; Seconded; Forward

2. C.C.& R's/Compliance: Select a New Committee Chair. Shirley Sell offered.  
Discussion: "When a HOA member submits a non-compliance complaint, should the Protective Covenant Restriction in violation be stated in the complaint?" Present Operating Principle: Member submits non-compliance complaint, BOD investigates & makes motion for action. \*Motion: Discussion to be continued; Seconded; Forward.

**Vice President**: Kelly Elford

Design Control:

Tract A & B: Homeowner's dues waived as property is unbuildable. The Homeowner is responsible to settle his property issues with Whatcom County & the previous owner who "gifted" the lot to him. \*Motion: "The Sea Links HOA is removed from any/all involvement with the lot owner's issues regarding Whatcom County taxes on unbuildable property."; Seconded; Forward

3. Paper by exception-Inclusion with Communication Chair Brian Bell: Discussion regarding Association documents posted on the HOA website. To consider: Homeowner rights to copy electronic notices or receive copies from the BOD, and, Should a fee be required when copies are supplied by the Board? Digital availability via the website is cost effective, current, an efficient retrieval of beneficial HOA information, and engages community participation/response. Postings will be the role of the Communication's Chair.

**Treasurer/Maintenance**: Steve Skannes

1. Financial Report: HOA accountant Cindy Polley of Birch Bay Tax & Accounting joined Steve in the Financial Report. The Reserve account is healthy. The goal: To save cost in maintenance repairs by having homeowners volunteer their talents for project completions when applicable.

2. Speed Control Tables on Sea Links Drive.: Speed Tables will not be installed this year. Each table is approximately 700.00 dollars and was not allocated/approved in the 2020 Annual General Meeting budget. Homeowners should call 911 to report speeders. Installation for Tables on Sea Links Drive will be placed on the 2021 Annual General Meeting Agenda; ie. Budget for membership approval.

3. Lower Emergency Access Gates: Lower gate was damaged. The gate is insured and repairable. \*Motion: To use budgeted monies to pay insurance deductible and to have Gateway Co. repair Lower Emergency Access Gate. Seconded; Forward

4. Stop signs: Plans to install 3 new stop signs at Entrance intersection with steel posts.

5. BOD Meeting Location: Birch Bay Bible Church; BOD meets quarterly with reserve dates paid in full for one year. Allocated time: 6:30-9:30 pm. Efficiency/Clean up required.

6. Posting of Reserve Study Report: The BOD follows the law of Washington State in a required HOA Reserve Study. Suggested: Prepare a cover letter, write an outline description of it, and place it on the HOA website in digital format for copy and or paper request. Discussion to be continued.

**At Large: Sea Links Community Awareness & Notifications;** Brian Bell

1. Tracking Log: Brian introduced the following new website platforms:

- \*Formal tracking & reporting tool for member requests to Design Control (open/pending/ completed projects, etc).
- \*Communications routed to Board Directors & Committee Chairs.
- \*Association communication streamlined for efficiency on current information.

**Secretary:** Shirley Sell

1. Rule/Regulation Changes:

Trees/Shrubs: Remove trunk measurement height of 4-6' above ground with 10'.

\*Motion: Remove description and replace with actual wording in the C.C.& R's; Seconded; Forward

Animals: Remove "It is unlawful to keep a dog that frequently, or habitually howls, barks, or otherwise produces loud noises that unreasonably annoy or disturb other residents."

\*Motion: To remove the latter sentence and replace it with: Property owners may or shall contact a homeowner regarding habitual howls & barking of their dog that unreasonably disturb other residents. The Whatcom County Humane Society can be contacted by a resident if the perpetual howl/barking issue is not corrected by the pet's owner."; Seconded; Forward

Flag/Flagpoles:

1. Remove specific descriptions of poles. \*Motion: Rewrite Flag Poles are not to exceed 25' in height and halyards must prevent making noise; Seconded; Forward.

2. \*Motion: Allow Military flags to be flown; Denied.

**Unfinished Business Tabled:**

\*Removal of Directors; Bylaws 5.4; RCW 64.38.250

\*New Business; Open Meeting

\*Golf Course: Citizens walking about on lower golf course property.

**Open Session with HOA Members:**

1. Board Thank You to Richard Drath (unable to be present): Great job delivering 5 Welcome Packets to new HOA Homeowners.

2. Craig Mancuso: Concern about large dirt mound on West Golf Course Drive property.  
\*Board members have emailed and talked with resident in considered covenant violation to be in compliance
3. Sandy Lahn: Gave excellent advice and input on questions fielded to her by Board Directors.

**Executive Session:** No Executive Session conducted.

**Adjournment:** \*Motion to adjourn the December 5, 2019 Board of Directors Meeting;  
Seconded; Forward.